



# Heaton St Barnabas'

C of E (VA) Primary School

Rossefield Road, Heaton, Bradford, West Yorkshire, BD9 4DA

Tel: 01274 545019 | Fax: 01274 553910 | Headteacher: Mrs D Smith

## Heaton St Barnabas CoE Primary School

### Minutes and Actions

<b>Type of meeting</b>	Full Governing Body
<b>Date and Time</b>	14 July 2025 at 3pm
<b>Governors Present (alphabetical)</b>	Mohammed (Mo) Ali (MA), Jasmin Arif (JA) – Staff Governor, Chris Chorlton (CC) – Foundation Governor, Ian Grant (IG Chair), Diane Smith (DS) – Headteacher;
<b>Others in attendance</b>	Paula Fernandez (DHT), Joyce Simpson (JS) – SBM
<b>Chair</b>	Ian Grant
<b>Clerk to Governors</b>	Rachael James

Meeting start time: 3pm

<b>Agenda item</b>	<b>Minutes including agreements, actions, and challenges</b>	<b>Action</b>
<b>50/24</b>	<b>Apologies for absence and acceptance</b> Andrew Smart sent apologies prior to the meeting which were accepted.	
<b>51/24</b>	<b>Notification of any other urgent business and order variation</b> There were no items of AOB or requests for order variation.	
<b>52/24</b>	<b>Declarations of interest in items on the agenda</b> There were no declarations of interest in items on the agenda.	
<b>53/24</b>	<b>Minutes and matters arising from 21 May 2025</b> The minutes were agreed as a true record, IG proposed and MA seconded, all in favour.  <b>Actions:</b> <ul style="list-style-type: none"><li>Charlene, new Foundation Governor's paperwork is now through</li></ul> <b>Action: Skills Audit to be sent to all governors for completion in September</b>  There were no matters arising.	



# Heaton St Barnabas'

## C of E (VA) Primary School

Rossefield Road, Heaton, Bradford, West Yorkshire, BD9 4DA

Tel: 01274 545019 | Fax: 01274 553910 | Headteacher: Mrs D Smith

54/24

### Headteacher's report

The Head teacher's report was uploaded on TEAMS prior to the meeting. DS gave the following headlines:

It has been a busy year all round but very positive.

#### Quality of Education

- All outcomes were within 73-80% at expected or above
- Next year will be focused on Greater Depth in Writing and Mastery and challenging able children
- Maths remains a strength across school
- Wider curriculum opportunities continue to be popular with International, STEM and Arts weeks. School have also taken part in the Bradford City of Culture 2025 events with involvement at the Literature Festival and Cartwright Hall.

#### Data update – outcomes

##### *Year 1 Phonics*

89% (84% NA)

##### *KS1*

Teacher assessed 70%-80% on track going into Year 2

##### *Year 4 Multiplication Check*

22.6 average score (20.6 NA)

Q. What does this check consist of?

A. 25 times tables questions to answer in a time frame.

##### *Year 6 SATs*

Reading 79% (74% NA) - with 2 additional children scoring 99 marks and resubmitted)

Writing 76.2% (72% NA)

Maths 75% (73% NA)

GPS 82% (78% NA)

Combined 62.7% (NA 62%)

#### Enrichment

- 3 Residential Visits to Buckden, Nell Bank and Blackhills, all successful!



# Heaton St Barnabas'

## C of E (VA) Primary School

Rossefield Road, Heaton, Bradford, West Yorkshire, BD9 4DA

Tel: 01274 545019 | Fax: 01274 553910 | Headteacher: Mrs D Smith

- Educational Visits are really well supported by families as are visitors into school, both are valued and give children opportunities they may not otherwise have access to!
- Heaton Gala 14/6 – a lovely community event that holds the school and families together

### School Improvement Plan

#### *Imp Priority 1 – outcomes in Reading*

As the outcomes were excellent this year and all above national averages, different areas of the curriculum will be looked at as priorities next year.

The Chair congratulated the HT and staff for all their hard work.

DS replied that the children had shown great confidence, determination and resilience and it had resulted in excellent results.

#### *Imp priority 2 – attitudes to teaching and learning and the effects of language*

- The pastoral team are central to this including the SEND leader
- The school have a proactive School Nurse who signposts families to external agencies depending on need
- Hand2Mouth have delivered workshops in school
- Values assemblies have been celebrated and children are values champions around school
- Wellbeing workshops are delivered free of charge to help children to: improve friendships, manage change, improve their self-esteem. Therapeutic writing has also been very beneficial this year.

#### *Imp priority 3 – how the curriculum references school is rooted in the Christian Vision and its involvement in Worship*

- SIAMs – school is still not on the list for being inspected next academic year but they will continue to enrol in the IQ next year

#### *Imp priority 4 – Leadership & Management*

- New staff induction for September, coaching and performance management has featured this term
- SLT are undergoing training to extend their skill set and give each other opportunities to lead other areas
- Pupil progress meetings have been held to handover to the next year group
- Two new foundation governors have been appointed this year, Charlene Clapperton & Andy Smart



# Heaton St Barnabas'

## C of E (VA) Primary School

Rossefield Road, Heaton, Bradford, West Yorkshire, BD9 4DA

Tel: 01274 545019 | Fax: 01274 553910 | Headteacher: Mrs D Smith

- It has been a difficult year financially but ending the year on a more positive note

### *Imp priority 5 - EYFS*

- It has been a successful year overall with the Early Years Leader who is also the ECT Lead sharing her experience with staff and children alike
- This year has focused on Reading and Phonics which has resulted in some excellent outcomes
- A Development Day was held this week with Read, Write Inc. with a Phonics consultant who carried out an audit of phonics sessions and looked at the reading areas and resources which are quite dated. It was hoped that funding up to £5k was granted but the school received £6k to spend which will be a mixture of new and additional existing books, cards and posters.
- Parent were invited into school for a tour and Q! & A session for children coming into Reception in class which was enjoyed by all.
- This year's outcomes were really positive!

### SEND

- SEND overall is very low in school
- 5 current EHCPS, 1 EHCP has recently been approved which will bring funding, 1 EHCP is in consultation
- Pupil Premium is 18.5%
- Free School Meals is 18.1%
- Looked after children 2
- EAL 27.7%

### Pupil Attendance

- Overall attendance is 95.1% (93.7% NA)
- Persistent absence is at 0.05% (18% NA), reduced from 22% 2 years ago
- A strategy meeting is planned for September but this year has been a massive improvement

### Behaviour

- 1 fixed term suspension – 3 days
- 5 cyber bullying incidents – PCSO support and workshops delivered to educate families as well as children in what to look out for online
- 5 incidents of racism – this is a culture change within school and mainly in younger children, innocent language and referring to peers



# Heaton St Barnabas'

C of E (VA) Primary School

Rossefield Road, Heaton, Bradford, West Yorkshire, BD9 4DA

Tel: 01274 545019 | Fax: 01274 553910 | Headteacher: Mrs D Smith

using inappropriate language due to lack of knowledge. This is addressed exploring children's feelings

## Pupil numbers

- Numbers are at 401 (420 PAN)
- 4 new pupils into school since the last meeting, 2 in year and 2 into Reception Class for September with another family visiting on Weds, currently there are 52.
- A waiting list for Year 2 is in place as it is full (60)
- It has been agreed to take additional places in each KS2 class as demand is growing.
- Mobility – 10 joined school and 16 left since the start of the academic year. A couple of families are currently waiting on visa decisions.

## **Q. Have you budgeted based on 400 or 420?**

A. The original budget was based on 58 into Reception class but has been revised to 54. We may get more children in the Autumn Term prior to the October census.

## Staffing update

- 2 new staff have been welcomed and 1 will be returning from maternity leave in September
- Year 5 teacher will be staying to cover the maternity leave
- Miss Khan will be taking over from Mr Clark when he leaves in summer
- 2 resignations – 1 class teacher and 1 teaching assistant (part time and not replaced)
- Lunchtime staff are leaving in summer and TAs will be taking over the role of lunchtime supervision with a new timetable and activities.
- No current vacancies and no long-term sickness absence

## Staff structure 2025-26

- There are very few movements in terms of staffing for next year, those that are, are based on the needs of the children.
- In the wider curriculum areas, Science and IT teaching staff are changing
- There are enough staff to enable interventions to continue alongside 'precision teaching' with teaching assistants able to deliver 10 minute catch up sessions
- L Britchford is Writing Lead and a newly qualified Writing Moderator so was key in the writing moderation this year for Year 6 which agreed with all school judgements.





# Heaton St Barnabas'

## C of E (VA) Primary School

Rossefield Road, Heaton, Bradford, West Yorkshire, BD9 4DA

Tel: 01274 545019 | Fax: 01274 553910 | Headteacher: Mrs D Smith

### Data breaches

- None to report

### Health & Safety & Premises

- Regular meetings are held to look at and review risk assessments
- Evolve is an excellent tool
- Pest control are involved with mole and mice issues, these are ongoing and due to being situated near to fields and woodland at the back of school
- Checks have been carried out on external equipment and trim trails
- The playground markings are worn and in need of updating, school funds will be used to pay for the refresh
- The toilet refurbishment project needed £15k matched funding and the budget would not support this spend. There will be some ground works completed over summer, flooring and sinks and the school will reapply next year.
- Some ICT needs updating as software is no longer compatible and all staff now have laptops with the older versions being used for supply staff and cover.

### Leadership & Management

- Pupils have made significant progress this year across the board
- New PM targets will be linked to the School Improvement Plan for next year
- Free CPD for staff in Reading Fluency and Mastery Maths and staff will have writing moderation training from A Phillipson
- CPD in Prevent including Martins Law (Manchester bombing) in Evacuation and Lockdown policies and procedures with 24 months to implement. The school are DfE compliant and all staff are undertaking training. A fire evacuation will be done termly and also a test of the lockdown procedures will also be done.
- Staff will have additional time prior to assessment points and reports to support their wellbeing.

IG thanked DS and her staff for all the hard work this year and the wonderful outcomes.

DS thanked governors for their continued support throughout the year.



# Heaton St Barnabas'

C of E (VA) Primary School

Rossefield Road, Heaton, Bradford, West Yorkshire, BD9 4DA

Tel: 01274 545019 | Fax: 01274 553910 | Headteacher: Mrs D Smith

55/24	<p><b>Report from committees:</b></p> <p><u>FSP (11/7)</u></p> <ul style="list-style-type: none"><li>• Policies including Teacher and Support Staff Appraisal and Evacuation and Lockdown with the school HR provider providing template policies.</li></ul> <p><b>Decision: Policies &amp; minutes agreed, all in favour.</b></p> <p>Curriculum</p> <ul style="list-style-type: none"><li>• Policies were updated and reports received from subject leaders (all leaders have presented this year)</li></ul>	
56/24	<p><b>Safeguarding report</b> (contained within the HT report)</p> <ul style="list-style-type: none"><li>• No issues to report</li><li>• 0 referrals</li><li>• 0 Child in Need</li><li>• 0 Child Protection</li><li>• There has been a reduction in Early Help plans which the school would like to increase as some families would benefit from the support given but are reluctant to engage with the process.</li></ul> <p>Annual Safeguarding Report (see document)</p> <p>Action points for next year based on the safeguarding audit findings (December 2024);</p> <ul style="list-style-type: none"><li>• Updating policies over 2 years old</li><li>• CPD – Safer Recruitment for DS &amp; IG</li><li>• Section J pt 59 – additional safety curriculum e.g. PSHE, relationships and e-safety.</li><li>• External workshops by specialists to show what children are able to do to keep themselves safe and have an awareness of dangers and how to respond appropriately and families to access support from agencies</li><li>• School continues to support families informally</li></ul>	
57/24	<p><b>Chairs Actions and Correspondence:</b></p> <ul style="list-style-type: none"><li>• A staff letter had been received from a staff member whose husband was seriously ill and undergoing treatment. She had been requested to isolate for 100 days and had asked for September and October until ½ term as unpaid leave – <b>governors approved the request.</b></li></ul>	



# Heaton St Barnabas'

C of E (VA) Primary School

Rossefield Road, Heaton, Bradford, West Yorkshire, BD9 4DA

Tel: 01274 545019 | Fax: 01274 553910 | Headteacher: Mrs D Smith

58/24	<p><b>Finance update (JS):</b></p> <p><u>Budget Quarter 1 monitoring 2025 – 26</u></p> <p>Main headlines:</p> <ul style="list-style-type: none"> <li>• The Original Budget (set in April 2025) predicted a deficit of -£35k</li> <li>• Additional income has been received since then of £38k National Insurance Grant and the Core School Budget Grant of £18.5k this is to cover the increase in teacher salaries (3% assumption made in the budget)</li> <li>• Expenditure has been moved into Buildings and Maintenance of £11k, Grounds Maintenance increased by £1k and Water by £8.5k as this has gone up by 30%</li> <li>• Savings should be realised with support staff salaries as a lump sum was assumed which is now less.</li> <li>• The PE coach previously did 2 days a week but will do 1.5 days in September</li> <li>• School Funding Team have supported the school with a recovery plan due to the predicted deficit in April 2026; however, this is now expected to be £8k surplus as a result of the savings</li> </ul> <p><b>Q. Has the school taken out Maternity Insurance?</b></p> <p>A. No. We are still covered until the end of August 2025 with the local authority cover. One member of is on maternity leave. The school are to self-fund any future cover needed this academic year (insurance cost £3.5k or above)</p> <p><b>Decision: Governors agreed with the decision and the situation will continue to be monitored.</b></p> <p><b>Decision: Governors approved the Quarter 1 Budget, all in favour.</b></p>	
59/24	<p><b>Governor Matters: (<i>standing item</i>)</b></p> <p><u>Governor Visits:</u></p> <ul style="list-style-type: none"> <li>• IG said that governors would be allocated visit groups for the new academic year</li> <li>• IG had visited school a couple of times this term.</li> </ul> <p><u>Governor Training:</u></p> <ul style="list-style-type: none"> <li>• Safeguarding Training for staff and governors will be held on the Training Day on 1.9/25 at school 9.30-11.30am or 1 – 3pm. DS will email details to the GB.</li> <li>• Governors were encouraged to look at the Skills 4 Bradford website for governor training</li> </ul>	





# Heaton St Barnabas'

C of E (VA) Primary School

Rossefield Road, Heaton, Bradford, West Yorkshire, BD9 4DA

Tel: 01274 545019 | Fax: 01274 553910 | Headteacher: Mrs D Smith

60/24	<b>Any Other Business</b> None.	
61/24	<b>Dates of FGB meetings 2025-26:</b> <ul style="list-style-type: none"><li>• Uploaded to TEAMS FGB and committee dates; 4pm FGB 9am Finance 4pm curriculum</li></ul>	

Meeting ended: 4:30pm

Signed by..... Date.....