

SEND Plan, and news. HT advised:

- attendance trends are similar.
- negative behaviour trends being higher than previously although this trend coincides with a reduction in staffing after half term and groups having to be merged; a couple of students do not mix well, a third student accounts for a quarter of inadequate work at that time.
- procedures for EHCP students.
- it is anticipated the statutory fte students will drop to 7 or 8 in September (the lowest for 4 years). If the EHCP students do not arrive until later there will be an impact on the budget (which is set on an average of 15 over the year) and staffing.
- although the PRS had been led to believe it would not be doing 1:1 medical tuition in September, this will now continue for a further year.
- all Y11 students have places for September, apart from one who has anxiety issues.

Members questioned the occurrence of racist incidents. *It is usually references to a word. Incidents since Christmas have related to the same student.*

*Andrew Lavery arrived during consideration of this item. **The meeting became quorate.***

60.18 To approve the minutes of previous meeting, 24th May

The minutes were accepted as an accurate record and signed by the Chair of the Meeting.

61.18 Matters Arising not otherwise covered by the agenda

a) Governance - Parent Member update (42.18b)

HT reported no nominations had been received from eligible parents. He proposed that Brian McDaid be appointed by the MC as the Parent Member. Brian McDaid left the meeting whilst members discussed the proposal. **It was agreed unanimously** that Brian McDaid be appointed as the Parent Member.

62.18 SIP Priorities 2018 – 19

HT circulated a summary of the PRS Improvement Plan (PIP) and explained how the priorities will translate into milestones.

In answer to members' questions HT explained the changes / developments from the current year's PIP. It was suggested that Link Member Visits should focus on aspects identified in the PIP.

HT circulated a **report from Kate Lounds (Adviser)** following her visit (24th May) to review and support governance. There was discussion about her recommendations. It was agreed that they be incorporated as objectives in the PIP priority 1.2 (to ensure that effective governance drives school improvement priorities and strategic development).

Action: The PIP to be approved at the first meeting in the autumn term.

63.18 Policies for Approval

a) Attendance Management Policy and Guidance

The policy is the standard NYCC policy and is not amended. No amendments have been made since it was presented to the previous MC meeting

b) Leave Policy

HT advised there is no leave policy currently in place. Current practice is that all dependant leave is paid; this exceeds the statutory provision, which is 2 days

unpaid leave after which this type of leave must be converted into a different type of leave. Members were advised the staff accept the policy.

c) Behaviour Policy

At the previous MC meeting, members had asked the SLT to consider when Permanent Exclusion would be used. The current Behaviour Policy states that the PRS does not permanently exclude. HT directed members attention to the revised wording, from statutory guidance, to explain when PEX may be used.

Each of the above policies was approved.

64.18 To consider whether restructuring is required

(a) Reorganisation, Redundancy and Redeployment Policy (RRR) and Procedure

HT advised there is no current RRR policy in place. This policy for consideration is North Yorkshire's standard RRR policy. The staff had seen the policy. The staff had appreciated that the Chair and Morris Charlton had attended the twilight training session at which the policy had been considered.

The policy was approved.

(b) Restructuring

Members discussed the need to restructure and considered alternative courses of action including:

- cost savings in other areas (the PRS is already committed to this action).
- natural turnover (because the staff is small there would be difficulties if someone who left was not replaced).
- job sharing (could be offered if it was appropriate in a given situation and may be more amenable to staff than redundancy).

HT was questioned on the reasons for restructuring.

- There is a budget deficit of £100k this year, leaving very little of a carry forward at the end of the year, By the end of the financial year the surplus is likely to be exhausted.
- Costs are anticipated to rise over the year.
- The £6m deficit in County's high needs budget would indicate a further reduction in the budget next year.
- Although the PRS may receive additional income for students with EHCPs, this would need to be spent on engaging more staff to respond to their needs.

Members expressed their strong dissatisfaction with the level of the allocated budget. They felt the PRS had been hit in comparison to other PRS, some of whom have higher reserves.

Members suggested the need to raise awareness of the benefit of the PRS amongst the community. HT advised he would be attending a council meeting the following week to talk about the work of the PRS.

It was agreed there is a need to restructure.

(c) Establishment of Committees

It was agreed:

1. To establish a Selection Committee.

Robert Bellfield	Community Member
Philip Bentley	LA Member
Andrew Lavery	Community Member

2. To establish an Appeal Committee.

Ken Dyson	Community Member
Brian McDaid	Parent Member
Fiona McMillan	Community Member

3. To delegate authority to the Selection Committee and Appeal Committee to act on behalf of the Management Committee.

*Karen Lilley left the meeting at 5.05 pm. **The meeting became inquorate.***

65.18 Safeguarding

Members had received Fiona McMillan's Report of her visit (14th June) that had not raised any concerns. HT advised members there is a new edition of the DfE's *New Keeping Children Safe in Education*, and new guidance from Prevent.

66.18 Health & Safety

There were no issues or incidents to report.

C Other Business

67.18 Polices for Approval

This matter had been considered above (63.18)

68.18 Impact

a) What have we done in this meeting that has added value to the educational experience of the pupils?

- Noted actions to be taken on governance identified by Kate Lounds (Adviser) in her review of the MC.
- Supported proposals for the new SIP.

b) What have we done since the last meeting that has added value to the educational experience of the pupils?

- Link Member's safeguarding visit.
- Ken Dyson had visited and worked with one student.
- Morris Charlton and the Chair had worked with staff on their wellbeing.

c) How do we feel about the meeting?

Questioned whether meetings are being held on the right day and at the right time to support members' attendance.

69.18 Date of next meeting

HT was requested to canvass the views of members about their preferences for the day and time of meetings for next year.

Morris Charlton arrived as the meeting was closing.

There being no other business the Chair closed the meeting at 5.10 pm.

Signed as a correct record **Chair** **Date**

Malcolm Foy
LA Clerk to the Management Committee

Circulation: All Management Committee Members
Rachel Copping (SBM)
Gary Crompton (AHT)
Kate Lounds (Lead Improvement Adviser)
Carol Robertson (AHT)
Craven PRS (for school records)