

**Whitby School GOVERNING  
BODY MEETING**

**Minutes of the meeting held on 25<sup>th</sup> November 2025 at 6.00pm at the Airy Hill site**

Governors Present	Gareth Davies (GD) Jane Mortimer (JM) Ian Parkin (IP) Mark Taylor (MT) Dave Rae (DR) Richard Fluin (RF) Michelle Waters (MW)	Headteacher Co-opted Co-op Governor Parent Governor Co-opted Governor Staff Governor Co-opted Governor (Chair) Parent Governor
Apologies from Governors	Phillip Trumper (PT) LA Governor	
Absent with no apologies		
In attendance	Julie Caddell (JC) Susan Boyd (SB) Jonathan Britton (JB) Gary Sheen (GS) Amy Clarkson (AC) Esther Quinn (EQ)	Head of School Deputy Headteacher Executive Lead Executive Team Staff member Staff member
Name of Clerk	Christine Thomas (CT)	
SCHOOL VISION and VALUES	It is important to ensure that all decisions that are made are in line with the schools' vision and strategic direction.	
CORE FUNCTIONS OF GOVERNANCE	<ul style="list-style-type: none"> <li>• Ensuring that the vision, ethos and strategic direction of the school are clearly defined</li> <li>• that the headteacher performs their responsibilities for the educational performance of the school</li> <li>• the sound, proper and effective use of the school's financial resources.</li> </ul>	
Item		Record Actions

The meeting commenced at 6.02pm		
1	<u>Welcome</u> The Chair welcomed all to the meeting.	
2	<u>Apologies for absence</u> Phil Trumper had sent their apologies for the meeting. The absence was given consent. <u>The meeting was quorate.</u>	
3	<u>Declaration of interests and reminder of governor protocol</u> Members of the Executive Team and staff members declared interest in the confidential item.	

4	<p><b><u>Confidentiality</u></b></p> <p>Chair reminded governors of confidentiality.</p>	
5	<p><b><u>Chair's Update</u></b></p> <p>Governors received the following documents which were included in the pack:</p> <p>Governor Monitoring Visits Governor Visits Booklet LGC visit form Whitby School Governance Action Plan 2025-2026 Whitby School – Local Governing Body Development Plan 2025/26</p>	
5.1	<p><b><u>Chair's report</u></b></p> <p>Governors received an update in relation to the Strategic 3 Year Plan which includes the long-term vision and planning process. The focus was on partnership and leadership.</p>	
5.1.1	<p>GD stated that one of the areas of focus in relation to community engagement was to pursue the ParentKind Kitemark which would validate parental engagement and inclusivity including the promotion to parents of visits to the school.</p>	
5.1.2	<p>Governors were conscious that there would be different areas of focus in the academy model that they would need to adapt to and the crucial time period was Spring 2025.</p> <p>There were no questions from governors at this stage.</p>	
5.2	<p><b><u>Sub-Committee and Link Governors</u></b></p> <p>Governors discussed and agreed delegations to the each Sub-Committee, the Chair making the necessary amendments and that the Link Governors would remain unchanged. Updated document attached.</p>	
5.3	<p><b><u>Finance Committee</u></b></p> <p>It was agreed that the next Finance Committee would take place on Monday, 15<sup>th</sup> December 2025 at 6.00pm.</p>	
6.	<p><b><u>Update by Wonder CEO</u></b></p>	
6.1	<p>JB thanked GD, JC and staff for all their support and updated governors that there had been two rounds of Headteacher recruitment but no appointment had been made.</p>	
6.2	<p>Wonder Learning have put forward a proposal to governors to move forward with David Perry as an Executive Headteacher who is currently the Headteacher of Longcroft School in Beverley. JC would remain as Head of School and GD would</p>	

	<p>still play an active role. Luke Sloman, Wolgate School would also provide support to the School.</p> <p><b>Question:</b> Governors enquired as to whether David Perry would be moving to the Whitby area.</p> <p><b>Answer:</b> JB responded that David would not but would be at the school for two days a week and would be available at other times to support decision making.</p> <p><b>Resolved:</b> <b>Governors unanimously agreed with this proposal which would take effect from January 2026.</b></p>	
6.3	This item was taken as a confidential minute.	
6.4	In relation to the challenges raised due to falling school numbers especially in local primary schools, GD stated that governors would have to think a way forward to maintain a balanced budget.	
6.5	Wonder Learning have had a discussion with the local MP, Alison Hume, in relation to transport and securing school admissions and she has offered her support to the School.	
13	<p><b>Finance and Operations</b></p> <p>This item was moved forward on the agenda.</p>	
13.1	GS updated that the October financial report indicated that the school is likely to outperform its approved original budget for the year. An in-year deficit of £53,000 is expected compared with an original budget deficit of £89,000.	
13.2	Meeting of Finance and Resources Committee agreed for Monday, 15 <sup>th</sup> December 2025 at 6.00pm in relation to budget ratification.	
13.3	Item on Place2be to be deferred to the next meeting.	
13.4	JB and GS left the meeting at this point (6.50pm)	
6.6	<p><b>Governor Visits</b></p> <p>IP reported back that he had visited the School on 20<sup>th</sup> October 2025 and completed the school visit form.</p>	
6.7	GD to forward the template to governors and suggested that governors refer to the School Development Plan (SDP) when conducting their visits.	
6.8	JB invited governors to Training by Wonder Learning on Saturday, 29 <sup>th</sup> November 2026.	
7.	<b><u>Confirmation of Minutes</u></b>	

7.1	The minutes of the meeting held on 1st July 2025 were approved as a correct record and signed by the Chair. Clerk to submit the minutes for publication on school website.	Clerk
7.2	In relation to the confidential minutes of 1 <sup>st</sup> July 2025 and 23 <sup>rd</sup> September 2025, the Clerk to circulate these to governors for amendment/approval.	Clerk
7.3	The minutes of 23 <sup>rd</sup> September were deferred to the next FGB meeting on 20 <sup>th</sup> January 2025.	
8.	<b><u>Matters Arising from the Minutes: to consider matters arising from the minutes and for which there is no separate agenda item</u></b>	
8.1	There were no matters arising from the minutes of 1 <sup>st</sup> July 2025. Matters arising from the minutes of 23 <sup>rd</sup> September to be considered at the next FGB meeting on Tuesday, 20 <sup>th</sup> January 2026.	

	School Improvement	
9.	<p><b><u>Achievement</u></b></p> <p>Governors received the following documents which were included in the pack:</p> <p>Pupil Premium Strategy Statement – Whitby School  Whitby School Self-Evaluation Form (SEF) Disadvantaged Pupils  Overall Headline Measures 2025-2026 trend comparison over time – Whitby School  Overall Headline Measures 2025-2026 trend comparison over time KS4  Overall Headline Measures 2025-2026 trend comparison over time sub-groups KS4  Yr 11 Intervention Plan  Intervention Action Plan 2025-2056</p>	
9.1	GD updated governors that Yr 11 has higher baseline this year therefore closer to the getting national figure. He gave an overview of staff training.	
9.2	SB drew governors attention to the Yr 11 Intervention Plan which was included in the pack. The impact of Sparx Maths and Sparx Science has been positive.	
	<p><b>Question:</b> There was a concern about the number of suspensions.</p> <p><b>Answer:</b> SB responded that the system assists with the identification of pupils needing support.</p>	
9.3	GD updated governors that attainment figures for disadvantaged pupils was slightly above last year's figure.	

<p><b>9.4</b></p>	<p>In relation to the pupil premium GD stated that the school falls within 1% of the country. Attendance for free school meals and SEND pupils is higher than last year.</p> <p><b>Question:</b> In view of the government announcement that pupils on Universal Credit would get free school meals, governors asked if the number of these pupils would increase. <b>Answer:</b> GD replied that it would.</p> <p><b>9.5</b></p> <p>GD reported that the attainment increased in 2024/25 and that attendance and attainment were on an upward trend.</p> <p><b>9.6</b></p> <p>SB reported on recent consultation with parents around reporting.</p> <p><b>9.7</b></p> <p>Practitioners have been appointed for Geography and Science.</p> <p><b>9.8</b></p> <p>SB outlined the three compulsory appraisal targets with the fourth optional target in relation to growing capacity.</p>	
<p><b>10</b></p>	<p><b>Ethos</b> Focus on enrichment and praise to improve behaviour.</p> <p><b>Question:</b> Governors enquired whether the model needs reviewing. <b>Answer:</b> JC responded that it is useful to pick up patterns and monitor it.</p> <p><b>10.1</b></p> <p>The number of negative behaviours in Yr 7 have declined since half term.</p>	
<p><b>11</b></p> <p><b>11.1</b></p> <p><b>11.2</b></p>	<p><b>Teaching</b> Governors received the following documents: Guidance for appraisal 2025-6 Whitby School Appraisal Plan 2025aisal Plan 2025 Update on the whole school appraisal objectives – three targets and fourth optional target.</p> <p>Science performance management will be a focus.</p> <p>GD drew governors attention to the above documents, highlighted key points and invited comments and questions. There were no questions at this point.</p>	
<p><b>12.</b></p> <p><b>12.1</b></p>	<p><b>Care</b> Governors received the following documents: Similar Schools Comparison Report – Autumn Term 2025-2026 Wonder Learning Partnership – summary attendance</p> <p>JC updated governors on the number of suspensions and year group that were most affected. She gave an overview of measure put in place to improve behaviour.</p>	

	<p><b>12.2</b> Attendance has improved compared to last year and to date is 89.3%.</p> <p><b>12.3</b> As of 21 November 2025, there were 999 pupils on roll, of these 320 were persistently absent.</p> <p><b>Comment:</b> Given all the efforts that are being made by the school, is 1.8% a decent return.</p> <p><b>Answer:</b> Work with families is continuing and some impact might not be visible yet.</p> <p><b>Question:</b> Governors questioned whether the school's approach to absence had been too lenient in the past and needed to be tightened up.</p> <p><b>Answer:</b> The school has adopted a number of initiatives to improve attendance including home visits, phone calls and data tracking. Attendance baseline improvement expectations were 0.6% higher.</p> <p><b>Question:</b> Have these measures worked so far.</p> <p><b>Answer:</b> As a number of procedures are in place, it is difficult to pinpoint which measure(s) have been most successful.</p>	
<p><b>13</b></p> <p><b>13.1</b></p> <p><b>13.2</b></p> <p><b>13.3</b></p> <p><b>13.4</b></p>	<p><b>Safeguarding</b></p> <p>Included in the pack:</p> <p>Lockdown Scenario Guidance</p> <p>Monthly Checks October 2025</p> <p>Safeguarding Action Plan 2025-6</p> <p>Safeguarding Annual Report to Governing Body 2024/2025</p> <p>The School received a visit from a safeguarding adviser in October 2025 which was a useful process.</p> <p>JC gave an overview of safety checks being conducted around the premises on a regular basis.</p> <p>JC gave the results of recent pupil voice questionnaire and highlighted the differences between the responses on each site.</p> <p>JC updated governors on the progress of the fencing project which would enhance safeguarding around the premises. Some work has already been completed over the half term break.</p>	
<p><b>14.</b></p>	<p><b>Finance and Operations</b></p> <p>This item was taken after <b>6.5</b> on the agenda.</p>	

<b>Other matters</b>	
<b>15.</b>	<p><b>Policies for Approval</b></p> <p>Included in the pack:</p> <p>DT Health and Safety Policy      Governor Visits Policy      Exclusions and Suspensions      Anti-Bullying Policy      DBS Policy NYC October 2025      Reorganisation, Redundancy and Redeployment Policy and Procedure October 2025      Whistleblowing Policy      Pay Policy 2025-2056      Governor Disciplinary Policy</p> <p><b>Resolved: All the above documents have been approved.</b></p>
<b>16</b>	<p><b><u>Any other business</u></b></p> <p><b>16.1 Governor Monitoring Visits</b>      IP gave a report following his monitoring visit. He challenged school leaders in relation not consistently enforcing the pupil uniform policy. In relation to the Bridge, IP received positive feedback from pupils who were happy to now be in school.</p> <p><b>16.2 The Bridge data</b>      GD gave an update on the current pupil result at the Bridge.</p> <p><b>16.3 Academisation</b>      The local MP, Alison Hume has expressed her support for Whitby School academising.</p>
<b>17</b>	<p><b><u>Confidential Items</u></b></p> <p>Item 6.3 was taken as a confidential item.</p>
<b>18</b>	<p><b><u>Date of next meeting</u></b>      The meeting concluded at 8.20pm</p>

**Signed:.....**

**Dated:.....**

**Chair of Governors**

