



6.1.5.5	<b>Action: To contact Victoria King and discuss admin rights on GovernorHub for reorganising folders.</b>	Chair	Autumn Term
6.1.6	<b>Action: To include a screenshot of the complaint policy flowchart on the school's Parent App</b>	HT	Two Weeks
6.11	<b>Action: All governors to complete Safeguarding Training in September 2025</b>	All	October 2025
6.11	<b>Action: All governors to complete the Governing Board Effectiveness Tool on GovernorHub ready for review in December</b>	All	October 2025
8.2	<b>Action: To complete a handover with the new Safeguarding Link Governor.</b>	NS/ JG	Autumn 1
13.2	<b>Action: All members of the board to confirm their acknowledgement of the code of conduct on GovernorHub</b>	All	Immediate
16.3	<b>Action: To book a SEND and Safeguarding link visit for Autumn 1</b>	GK/ NS	Autumn 1
14	Agreed: Attached cycle of business.	-	-
15.2	<b>Action: To inform governor services of the three confirmed members of the HTPM Cttee.</b>	MTJ/ JG	Two Weeks
16.1	<b>Action: To update GovernorHub link roles recorded in item 16.1</b>	Gov. Services	Immediate
	Date of next meeting: <ul style="list-style-type: none"> <li>• 4<sup>th</sup> December 2025, 6.30pm at the school</li> </ul>	All /GS	Immediate

## 1. WELCOME AND APOLOGIES FOR ABSENCE

- 1.1 The Chair welcomed all those present to the meeting.  
1.2 Apologies for absence were received and accepted from Joanne Grainger and Nicolae Serban  
1.3 The Clerk confirmed that the meeting was quorate with ten governors present.

## 2. NOTICE OF ANY OTHER BUSINESS/CONFIDENTIAL ITEMS

None requested

## 3. DECLARATIONS OF INTEREST

- 3.1 Pecuniary Interests – Governors confirmed receipt of the register of interests. The Clerk noted some outstanding declarations for the new academic year.  
**Action: Outstanding confirmations to be completed on GovernorHub**

- 3.2 There were no declarations made pertaining to any of the agenda items for this meeting.

## 4. APPOINTMENT OF OFFICERS

- 4.1 The Clerk welcomed nominations for the position of Chair of the Governing body for the 2025/2026 academic year, up to the first meeting of the Governing Body in autumn 2026.  
The HT proposed Jo Grainger, who had confirmed her acceptance of the nomination prior to the meeting, this seconded by MTJ. With no other nominations and no objections, Jo Granger was unanimously elected as Chair of the Governing Body for

the 2025/2026 academic year; up to the first meeting of the Governing Body in autumn 2026.

- 4.2 The Clerk welcomed nominations for the position of Vice-Chair of the Governing body for the academic year 2025/2026.

MTJ self-nominated, this was seconded by LW. With no other nominations and no objections, MTJ was unanimously elected as vice-Chair of the Governing Body for the 2025/2026 academic year; up to the first meeting of the Governing Body in autumn 2026.

## 5. GOVERNING BOARD/BODY

- 5.1 The Clerk confirmed the current Governing Body membership – noting that Matilda Thaddeus-Johns and Jo Grainger’s terms will end before the spring term 2026, and before the next FGB. Both governors have offered another term of office if accepted.

**Agreed: To appoint Jo-Grainger and Matilda Thaddeus-Johns for new terms of office as co-opted governors at the end of their current terms.**

- 5.2 There is one vacancy, for a co-opted governor.  
 5.3 No governors are eligible for disqualification due to non-attendance.  
 5.4 HW and JV is awaiting the return of a completed DBS certificate.  
 5.5 The HT confirmed that the Governing Body membership was also published on the DfE GIAS database.  
 5.6 Evaluation of governing body diversity: All governors were asked to note and complete the questions on governor hub

**Action to make sure diversity related questions are up to date on Governor Hub profiles.**

- 5.6 It was noted Karla Thomas’s term of office date are not recorded on the agenda or GovernorHub.

**Action: Karla Thomas’s term of office dates to be recorded on future agendas and governor hub.**

## 6. MINUTES

- 6.1 Governors received the minutes of the meeting held on July 10th and agreed these to be an accurate record of the meeting, subject to amending HW’s category of governor to ‘co-opted. The Chair agreed to sign a copy of the minutes on GovernorHub.

- 6.2 Matters arising

Minute reference	Action	Status update
5.2.7.6	Action: KJ to send SDP funding allocations to Governors once budget is agreed.	<b>Ongoing.</b> The toolkit was received last week and SLT planned to meet on the Monday following this meeting to review the Toolkit before emailing it to governors.
5.5	Action: Governors to read the Governor Strategy Day 27.6.25 meeting notes (uploaded in the folder for this meeting) and note the examples of strategic questions listed in section 3.	<b>Complete,</b> made available on GovernorHub and discussed in July.

5.5	Action: To contact Victoria King and discuss admin rights on GovernorHub for reorganising folders.	<b>Ongoing</b> , MTJ to inform Victoria of planned reorganisation The HT noted she has been pinning newly uploaded key documents on the noticeboard to highlight completion to governors.
6	Action: To include a screenshot of the complaint policy flowchart on the school's Parent App	<b>Ongoing</b> - The HT to confirm this is in place for the new academic year
9	Action: To email governors the pupil premium report.	<b>Complete</b> , pre summer term end
11	Action: All governors to complete Safeguarding Training in September 2025	<b>Ongoing</b> -All to complete for the new academic year.
11	Action: All governors to complete the Governing Board Effectiveness Tool on GovernorHub ready for review in September	<b>Ongoing</b>
11	Action: To unpin the Skills audit from the noticeboard	<b>Complete</b>

6.3 There have been no committee meetings to report since the July FGB.

## 7. HEADTEACHER'S REPORT

- 7.1 KS2 SATS update: seven children have been identified for a request to disapply their data from the KS2 results. All were new to the country in the last two years and arrived from applicable countries. The school will hear later if this is accepted. The results will show some small improvement if successful with 97, as opposed to 104 entrants:
- |          |                  |
|----------|------------------|
| Science  | 86%-93%          |
| SPAG     | 54%-58%          |
| Reading  | 66%-71% (26% GD) |
| Maths    | 43%-46% (12% GD) |
| Combined | 41%              |
- Whilst this figures are still a concern an action plan is being developed with support from both HEP and the LA.
- 7.2 Building work: The nursery wall was re-pointed over the summer as planned, with cracks repaired.  
There was a Chair's action over the summer for which she sought input from deputy chair and also chair of finance committee before agreeing to proceed with urgent replacement of the year 6 steps.  
. The school hopes to recoup some of the cost from the LA. As the school is a Green Flag school soil areas were incorporated to off-set concrete use.
- 7.3 A government grant for electric car charging points was successful, with 6 installed. Rental opportunities and future recruitment incentives for staff will be looked at.
- 7.4 The financial toolkit, overdue, has now arrived. The budget is very promising but the HT reported feeling cautious, the school has not yet finalised the document.
- 7.5 The Admin team are currently covering a vacancy for the attendance and admissions officer, following a resignation. This is a difficult time of year to have a vacancy for this role and the advert will go live as soon as possible. There is also a vacancy for a cleaner.
- 7.6 Nicky Crouch, DCS, visited the school the day before this meeting and saw the North site.

- 7.7 The SENCO role was successfully recruited with an internal candidate. The now vacant AHT role will be evaluated and possibly advertised at Easter.
- 7.8 There were two staff inset days with successful year-group specific training for Phonics, Safeguarding, behaviour and Vision and Values.
- 7.9 A lot of DBS checks are due for renewal; the SCR is therefore being frequently updated as they are returned.

**Q:** Is there more insight into the low KS2 Maths data, the children clearly enjoy the subject?

**A:** There has been a deep analysis, with support from HEP. No trends were found and work is ongoing. There was a related Inset on the day of this meeting.

**Q:** What actions have been taken so far to address the KS2 data deviation from predicted grades?

**A:** SLT have already made a number of changes, including to timetabling and when phonics is done, extra KS2 SPAG and TT Rockstars sessions outside lessons. Reciprocal Reading, trialled in Year 5, is now rolled out. Nelson handwriting is being developed for consistency in its use. The monitoring programme has been updated, with more check-ins with year group leads. The use of AR and AM data is being assessed. A second meeting with HEP is due, and will further explore the impact of interventions and changes. SLT will be going into lessons for support, instead of taking out small groups of children for teaching as a trial. Teachers are being upskilled in assessment, with clearer recording of assessment and improved record keeping. Guided Reading will be a daily 20 minute session. All staff training is now complete and changes have been introduced in all year groups following the trials last year in reading.

The timetable changes have focused on identifying and using lost time, as opposed to replacing other sessions with phonics in KS1. Teaching is also more specific and transitions are smoother. So far, the changes have shown a positive impact.

**Q:** Were behaviour and culture considered?

**A:** The HT led inset on the new Vision and Values the week before the meeting and teaching teams have moved between sites, with more heads of year based on the South Site.

**Q:** How is homework considered?

**A:** The HT summarised the learning available for home. There will be coffee mornings with support for parents to access the online platforms.

**Q:** How is internal data for other year groups?

**A:** This was the issue last term, the discrepancy between the external examinations and internal data- which showed no concern. There is ongoing work to ensure the robustness of internal data.

**Q:** Will additional finance support be required to support the school?

**A:** HEP are not charging the school for support, this is part of the LA package using dedelegated funding. The SLT may return to governors in the future after further work.

**Q:** How is the DBS check workload being managed?

**A:** The new SBM is now taking this over.

**8. KEEPING CHILDREN SAFE IN EDUCATION 2025**

- 8.1 Governors acknowledged receipt of the KCSIE Statutory guidance September 2025 and their responsibilities as detailed were noted. It was highlighted that key changes are in EYFS.
- 8.2 Governors noted receipt of the link governor role profile for Safeguarding and thanked Natasha Scott

**Action: To complete a handover with the new Safeguarding Link Governor.**

**9. CHAIR'S ACTION**

See item 7.2

**10. SDP FUNDING ALLOCATIONS**

See item 6.2

**11. KS2 SATS DATA**

See item 7

**12. GOVERNING BODY EFFECTIVENESS AND TRAINING NEEDS**

- 12.1 Governors were asked to complete the questionnaire on GovernorHub.
- 12.2 Governors discussed the use of the governing body training session available through the Platinum Governor Services SLA. It was agreed to request if Nick, who delivers training on Governor Hub, good deliver a bespoke session.

**Action: To contact Donna Hill at Governor Services regarding a possible safeguarding training session.**

The Online Training offer was noted, including GAP training, which is automatically recorded for the GB.

**13. GOVERNING BODY CODE OF CONDUCT**

- 13.1 Governors reviewed the Governing Body Code of Conduct for the 2025/2026 academic year and unanimously agreed to adopt the NGA model policy in the attached folder.
- 13.2 **Action: All members of the board to confirm their acknowledgement of the code of conduct on GovernorHub**

**14. GOVERNING BODY ANNUAL CYCLE**

Agreed: Attached cycle of business.

**15. GOVERNING BODY COMMITTEES**

- 15.1 Governors reviewed the membership of committees and agreed that all eligible governors join a pool for all matters pertaining to:  
Governor Discipline, Staff Discipline, Grievance and Dismissal Appeals
- 15.2 Governors agreed the following committee membership:
- Finance, Risk, Audit and Pay: No Change
  - Curriculum: No Change
  - Headteacher's Performance Management (Review to be completed by 31-12-2025): LW, JG, GK, MTJ (to be reduced to three members following a discussion with the CoG who was unable to attend this meeting)

**Action: To inform governor services of the three confirmed members of the HTPM Cttee.**

- 15.3 Governors agreed that each committee be asked to review their Terms of Reference for consideration at the next meeting, the board agreed that committees should continue to abide by the previous terms of reference until the new terms had been considered.

**Action: Agenda item – all Committees, Terms of Reference 2025-2026**

## **16. LINK GOVERNORS**

### **16.1 Updated list:**

Safeguarding:	Natasha Scott
Health & Well-being, inc. Sports Premium:	Meshak Taylor
Numeracy/ Creative Curriculum:	Hawys Elis-Williams
Pupil Premium/ SEND/ LAC:	Galina Krasteva
Science:	Joseph Viscomi
Attendance/ Behaviour/ EYFS:	Karla Thomas
Computing, inc. Filtering and Monitoring:	Natasha Scott
Literacy and Phonics:	Jo Grainger
SRE and PSHE:	Karla Thomas
GDPR:	Lorraine Weir
Sustainability/ Training:	Matilda Thaddeus-Johns

**Action: To update GovernorHub link roles recorded in item 16.1**

- 16.2 A science link governor report was received.

### **16.3 Action: To book a SEND and Safeguarding link visit for Autumn 1**

## **17. ADMISSIONS ARRANGEMENTS**

- 17.1 Maintained schools – Update the legal basis for keeping admission and attendance registers

## **18. SAFEGUARDING AUDIT**

All actions are complete, the report is live and accurate.

## **19. SCHOOL POLICIES**

- 19.1 Contained within item 14, cycle of business, and agreed.  
19.2 School Complaints Policy: reviewed and ratified in the Summer Term, not due for renewal

## **20. DATE AND AGENDA ITEMS FOR THE NEXT MEETING**

- 20.1 Date of next meeting: FGB 4<sup>th</sup> December 2025  
20.2 Agenda items: as per cycle of business.  
20.3 The following Governors' Briefings will be held on:  
Wednesday 1 October 2025  
Wednesday 11 February 2026  
Wednesday 20 May 2026  
at 6.00pm via MS Teams

## **21. ANY OTHER BUSINESS**

None

The Chair thanked all present for their attendance.

**The meeting closed at 7.45pm**