

MINUTES FOR THE MEETING OF THE FULL GOVERNING BOARD

<p>DATE :9th July 2025 at 6pm VENUE : School Agenda circulated: July 2025</p>			
<u>Membership</u>	<u>Initials</u>	<u>Category</u>	<u>Term of Office</u>
Alan Monger	AM	Headteacher	HT
Adam Hill	AH	Chairman	Parent
John Simmons	JS	Vice Chairman	Parent
Patricia Back	PB	Governor	Co-opted
Val Smith	VS	Governor	LA
Neil Payne	NP	Governor	Co-opted
Linda King	LK	Staff Governor	Staff
Neil Madders	NM	Governor	Co-opted
Rochelle Woollacott	RW	Governor	Co-opted
Jenny Coombs	JC	Clerk to the Governing Board	

PROCEDURAL ITEMS

Ref	Agenda Item	Preparation notes	Lead	Time
090725/1	Welcome, Introductions & apologies for absence	<i>Welcome all members. Any governors unable to attend should inform the clerk prior to the meeting.</i>	AH	5 mins
Action:	Present: LK, AM, VS, JS, AH, NM, RW, TB			

	Apologies: NP - work commitments			
090725/2	Declaration of Interest	<i>Governors must declare any conflict of interest which they are aware of before / or becomes apparent during the meeting</i>	AH	5 mins
Action:	None to declare			
090725/3	Confidentiality Statement & attendance	<i>All those present to sign to confirm understanding of confidentiality and attendance</i>	AH	5 mins
Action:	Governors have previously done this - not done for this meeting but previous signatures apply.			
090725/4	Agree minutes of meetings held 250525 and 090625	Governors to agree minutes of last 2 meetings - any amendments needed to notify clerk 48 hours before	AH	5 mins
Action:	Both sets of minutes were approved as an accurate reflection of meetings held.			
090725/5	Matters arising from meeting held 210525	<p>Governor hub - JC to contact those who haven't yet updated governor hub and to send links to those governors again.</p> <p>JC to re-email skills audit documents to governors with reminder to complete and return in sufficient time to allow JC to collate before next meeting.</p> <p>AH and JS still need to arrange a date to meet to update strategic plan</p>		5 mins

		<p>PB has met with SC to discuss but she was unable to attend this meeting. PB to report back and update governors on this visit at the next meeting.</p> <p>PP visit needs doing - AM and JS to agree a date</p> <p>ECT programme monitoring not yet been done - AH to liaise with SC</p> <p>JC to make changes / liaise with AH regarding parent questionnaire</p> <p>SC to be informed regarding associate governor role- AM JC to update website, governor information etc.</p> <p>AM to provide a full update on behaviour in next HT report</p> <p>AM requested that next meeting subject link governors and visit expectations were revisited and made an agenda item.</p> <p>JC to email date to all governors to check all can attend for budget approval</p>		
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Action:	<ul style="list-style-type: none"> - JC resent links to governor hub and skills audits. Not all yet completed. - AH and JS to meet in summer to update strategic plan - PB has met with SC but ongoing work to do - AM and JS to meet regarding PP - AH to arrange Teams call with SC regarding ECT programme - Parent questionnaires have been issued - results to be added to Autumn agenda - SC has been updated by AM regarding Associate governor role - Behaviour update in HT report from this meeting - Subject link governors and visit expectations to be added to Planning meeting for discussion - All governors attended meeting for budget approval
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MONITORING AND ACCOUNTABILITY

Ref	Agenda Item	Preparation notes	Lead	Time
090725/6	SEND update	SEND governor to update on SEND policy and meeting with SC (SENDCo)	PB	5 mins
Action:	<p>PB has been into school and met with SC, SENCO. As part of this she did a learning walk round the classes. PB is going into school again 10/7/25 for a second visit and will report more fully at the next meeting.</p> <p>PB also reported back briefly to governors on the SEND conference that she attended which was useful and thought provoking and bought back a couple of "SEN booklists" from Devon library services for information.</p> <p>PB to update governors again in Autumn</p>			
090725/7	HT Report	Governors to have read HT report prior to meeting and come prepared to discuss and challenge	AM/All	15 mins
<u>Action:</u>	<p>AH thanked AM for his comprehensive report.</p> <p>Meeting moved to Part 2 to discuss governor question</p> <p>Q - Attendance - are you satisfied with attendance at the moment? Could you talk through attendance procedures in a bit more detail for anyone PA</p>			

No both authorised and unauthorised absences are a concern including EBSA children and need to be a continued focus for 2025/26 however figures do compare with national and the south west. We are impacted by a child who hasn't attended school since year 5 and by one with EBSA waiting for EHCP. SLT are supporting with monitoring home visits but nonetheless these absences do affect high level figures. Some children are being taken out for holidays in term times and parents are being fined but there is more honesty about it. There is a relatively small number of children with high non-attendance. Attendance monitored daily. Fortnightly attendance analysis will include phone calls home, warning letters, fines, use of attendance tool kit and EBSA support etc. We are promoting school as a positive place through positive wording. EWO / Attendance officers are very ineffective now and no longer knock on doors, which now falls to school staff. Their role is now purely to give advice and they don't attend meetings.

Q - If we take out these couple of children do we know what the figures are?

No, however we also have some children who are being flexi schooled for very good reasons. This is enabling them to remain in school and not be taken out of school for EHE. These absences are down as authorised.

Q - What support is given to staff who have to make contact with these families? The only staff who go are SLT - AM or SC and they always go together.

Q - GLD in Reception is 59% - what plans do you have for year 1 and what gaps do they have and what are your plans to address those gaps in Year 1?

Comprehensive transition plan from one class to another including with parents of SEND children where appropriate. Play based approach is used during transition from R to Year 1 including elements of continuous provision. APDRs are in place and additional adult support provided including 1:1 for EHCP child. Main areas of need are literacy, phonics, and maths plus PSED, C&L and PD. Children ready, will move onto KS1 curriculum immediately, others will continue to receive the provision they require to make progress - KS1 teacher is very experienced at ensuring this happens.

LK also reported that a Lot more work has been done between EYFS, KS1 staff to moderate reading and all YR have been looked at. Also looked at writing and what needed to be done in year 1 and year 2. Handwriting was the most ambiguous in terms of consistency but moderation was useful. Moderation was only for writing , reading and maths and not all the EYFS targets eg. understanding the world etc as the EYFS and KS1 curriculums are very different. Teachers have discussed ways to make "literacy tree" more accessible for a cohort where there is only 59% ready. Pupil progress

	<p>meetings in September will also help identify any further interventions needed.</p> <p>Year 1 phonics check - 85% - brilliant results and testament to the work done in EYFS and KS1. Retakes were 100%. 1 child left one week before who would have passed and one child joined who had been home schooled and wasn't ready to pass. One of year 2 retakes nearly scoring GD - 110 in sats paper.</p> <p>Year 4 - multiplication check 42% got full marks.</p> <p>Q - Is there national monitoring of EYFS?</p> <p>Baseline assessments are done and these indicate we are in line with the national average. GLD nationally is now in 60s but previously was in the 70s - nationally there is a decline.</p> <p>Q - Current year 3 class have 45% on SEND register - what level of support is in place for the class as a whole?</p> <p>Year 3 - massive send in this cohort. SENCO monitoring. Additional adult support for SEMH and other needs. Adapted and differentiated teaching SEND needs have massively increased since covid</p> <p>Q - Website visitors peak on 14th and 15th June? And Germany being a visitor hot-spot? Are we concerned about this at all?</p> <p>Spike and countries has been noted. The website visitor peak was in June from Germany - but not concerned. We do get spikes from other places and it is continuously monitored - previously African continent and North America. Dates coincided with Fathers day in England and Germany, school review and school quiz. All children featured on website have permission to be there.</p>			
090725/8	SATS	AM to update governors on SATS results	AM	10 mins
Action	<p>Q - Y6 SATS: 42% at EXS+ and 3% GDS - how does this benchmark with other schools / national average?</p>			

	<p>Results were published 08072025.</p> <p>Reading EXS+ 61% Reading GDS 32%</p> <p>Writing EXS+ 42% Writing GDS 3%</p> <p>Maths EXS+ 52% Maths GDS 13%</p> <p>Science EXS+ 77%</p> <p>GPS EXS+ 52% GPS GDS 3%</p> <p>RWM EXS+ 43% RWM GDS 3%</p> <p>The % is below other schools & national -</p> <p>However results need to be considered alongside the context of the cohort which has both high mobility and SEND. Every child achieved what we expected them to or did better. There are 12 SEND children, 7 PP and 2 EAL in the cohort. Since the end of year 4, 10 children joined the cohort and a lot of these were below ARE on entry - Massive mobility within this year group. Individuals have achieved really well and there are some success stories in there.</p> <p>A new writing scheme has been introduced but we have only been using it for 12 months so hoping that will improve writing for next year (current year 5s).</p> <p>Q - When is the next set of full data available to us?</p> <p>Assessments have just been done so data will be shared with governors in September.</p> <p>JC to add to agenda for Autumn meeting</p> <p>Q - Are the group that are capable of excelling doing well and also achieving their potential?</p> <p>Every child achieved what they should have achieved. Every child has maintained the standard they were at at the end KS1. Interventions have made a difference and children that received them went onto achieve EXP level which hasn't happened in previous years.</p>			
090725/9	DISP	Standing agenda item - AM to update on DISP	AM	10 mins
Action:	<p>DISP = Devon Independent schools partnership.</p> <p>Schools and heads are continuing to work closely. Lanscore change of head. Also looking at working with head from Holsworthy Primary. Winkleigh, Kings Nympton and Bow schools are naturally coming closer together within the partnership. Looking at sporting and moderation events.</p> <p>HT meetings every half term are useful. Also business managers meetings are being held regularly and the group are working together and investigating buying in services and things together.</p>			

090725/1 0	SIP Update	Update on SDP including SIP report?? Review progress school has made, recognise and celebrate	AM	10 mins
Action:	Meeting moved to Part 2.			
090725/1 1	Safeguarding	Any updates from Safeguarding governor? Anything not already in HT report	AM/AH	5 mins
Action:	AH to do visit in Autumn term. Safeguarding is reported in heads report.			
090725/1 2	PE Premium	Governors need to monitor impact of PE premium. Agree a plan for how this will be done	AH	5 mins
Action:	PE lead governor to be decided in September and visit arranged. PE premium plan on website.			
090725/1 3	Staffing	Staff wellbeing and ratify staffing structure for September		5 mins
	<p>Parents have been informed of staffing structure for next year and it is detailed within HT report.</p> <p>Some concerns about attendance of pupils have been raised - teaching staff challenged SLT as they are expected to get results but children are not in school.</p> <p>Staff are generally in a good place and are continuing to work well and hard. CWM will be missed as it had been a good team but the new teacher seems very nice.</p> <p>Parental engagement is a concern especially around reading.</p> <p>Josephine from MHST has been coming in a lot to support classes.</p> <p>Q - When was last staff survey?</p> <p>Not been done for a while. Governors to put a staff questionnaire together and issue mid way through autumn term</p>			

GOVERNING BOARD

Ref	Agenda Item	Preparation notes	Lead	Time
090725/1 5	Governor vacancies	TB governor term to end in July 2025. TB has indicated that she would like to remain a governor - board to vote on this proposal	AH	5 mins
Action:	TB was re-voted onto the board for a further term with thanks Proposed AH Seconded JS unanimous.			
090725/1 5	Impact of Meeting	<i>This item will be rotated amongst Governors and will go towards an impact statement for the GB at the end of the year.</i>	AH / All	5 mins
Action	Not discussed.			
090725/1 6	Matters brought by Chair / Head		AM / AH	5 mins
Action:	<p>Clarification on monitoring visits needs to be discussed at planning meeting - also confirm who subject link governors will be for 2025/26. JC to add to agenda</p> <p>HGT - 140725 begins at 10am - judges are needed. NM, JS volunteered and AH and TB to check availability and confirm to AM.</p> <p>180725 - leavers assembly - all governors are invited. Governors award given and AH to speak if possible. Lasts about an hour.</p> <p>There have been difficulties with budget reconciliation - lot of difficulties / errors between bromcom and county - budget monitoring report therefore will be sent out over the summer subject to issues with Bromcom.</p>			
090725/1 7	Date & Time of next meeting	<i>Agree date for Planning meeting</i>	AH	5 mins

Action:

10th September at 1800 in school.

Dates for year will be set at this meeting, curriculum monitoring

19:30 meeting ended.