

WESTON ON TRENT CHURCH OF ENGLAND (AIDED) PRIMARY SCHOOL

MINUTES OF THE FULL GOVERNING BOARD MEETING

HELD ON WEDNESDAY 7TH MAY 2025 AT 5.30PM

Present

Colin Glynn	Chair & Foundation Governor
Mark Hibbert	Headteacher
Phil Curnock	Vice Chair & Foundation Governor
Amy Melland	Staff Governor
Katy Nettleton	Foundation Governor
Karla Evison	Parent Governor
Amanda Redgate	Foundation Governor
Charlotte Charles	Foundation Governor
Emma Ellis	Foundation Governor

In attendance

Maggi Belton	Clerk to Governors
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07.05.25/01	<u>Apologies for absence</u> Apologies were received and accepted from Samantha Watts. Charlotte Mosey was absent.	
07.05.25/02	<u>Declaration of interest in any item on this agenda, or any changes to the annual declaration of pecuniary and personal interest.</u> None declared.	
07.05.25/03	<u>Minutes of the meeting held Wednesday 26th March 2025 – accuracy.</u> Minutes were agreed by Governors.	
07.05.25/04	<u>Matters arising not otherwise on the agenda</u> <u>Actions completed</u> <i>26.03.25/04 – HT to allocate finance training to Governors – the Chair stated that the content of the finance training is good.</i> <i>26.03.25/04 – HT to provide an update at the May meeting on the proposed pastoral care role. Item will be discussed at this meeting.</i> <u>Actions ongoing</u> <i>26.03.25/11 – HT to co-ordinate Governor communication with Boons. The HT stated that there is nothing further to report. This item will be carried forward to the July meeting.</i>	HT to update Governors at the July meeting.

07.05.25/05	<u>Finance Committee Terms of Reference</u> Finance Committee Terms of Reference was distributed to Governors prior to the meeting. Agreed by Governors.	
07.05.25/06	<u>Governor updates</u> <u>Membership</u> The Chair reported no further updates regarding the Ex-Officio Governor vacancy. The Staff Governor role will be advertised in December at the end of the current Staff Governor's term of office. <u>Visits</u> The HT reminded Governors to keep to the schedule and to book their visits. <u>Training</u> Finance training discussed with item 07.05.25/04 <u>Proposed meeting dates for 2025/26</u> Monday 13 October Monday 24 November Monday 26 January Monday 23 March Monday 27 April Monday 13 July	
07.05.25/07	<u>School Improvement Plan progress update</u> The School Improvement Plan and progress update were distributed prior to the meeting. The Chair stated that the LA Advisor Visit Report was very good.	
07.05.25/08	<u>Spring Term data</u> The Spring Term data summary report was distributed to Governors prior to the meeting. Main points are as follows: • The HT explained the data regarding SEND children and stated that children with an EHCP make small steps in progress. We have to look at how we can support these children and we are doing well in meeting their needs. • The non-SEND data shows that children get an excellent offer at the school. The position is really good and most children leave with expected or better than expected progress. • There is a correlation between disadvantaged and SEND children. We are finding strategies to make things better.	

	A Governor asked if we could use this data to sell the school to prospective parents. The HT replied that we cannot market the data. A Governor stated that there are a number of children in Year 6 whose attendance is below 90% and asked if this correlates with achievement. The HT replied yes, persistent absentees fall into the 'red' category. The HT informed Governors that some children fall into the Emotional School Based Avoidance (ESBA) category which also affects performance. The local authority Inclusion Support Advisory Service has provided us with an ESBA toolkit which we are using. The Chair stated that the data gives a good, strong message. Children are progressing.	
07.05.25/09	<u>Review progress of strategic development</u> The HT informed Governors of the unsuccessful outcome of the application for the School-Based Nursery Capital Grant. A Governor asked about parking should a bid be successful. The HT replied that we would need to look at options. The HT informed Governors that the school will receive feedback regarding a bid on Friday.	
07.05.25/10	<u>Review SEND Provision map</u> The report was distributed to Governors prior to the meeting. The HT explained how progress is categorised. Any child with a significant learning need has a provision map. The provision map gives evidence of progress so it could be used to explain why an EHCP should be amended. SEND children make different progress which is measured against their plan. A Governor asked if the school re-sets the plan if a child is doing better than expected. The HT replied that the target may be changed on an annual basis through discussions with the SENCO.	
07.05.25/11	<u>Attendance review of last term</u> Attendance data was distributed to Governors prior to the meeting. The current whole school attendance figure is 95.95% which is very good and well above national. The HT stated that we have no severe absence. There are some concerns with Year 6 but we are aware of the reasons for absence. A Governor suggested sending out a strong message that if children are absent, it significantly affects achievement. The HT responded that this only matters if the family values education and the school.	

07.05.25/12	<u>Safeguarding update</u> The Safeguarding update was distributed to Governors prior to the meeting. The HT explained that the pressures faced in January have now subsided, services are now at the right level and families are supported.	
07.05.25/13	<u>Church School work</u> The Collective Worship Policy and the RE Policy were distributed to Governors prior to the meeting - for information. The HT informed Governors that the RE Lead will be attending syllabus training on 19 June. Whole staff training will take place on 22 June. Six classes have now visited the church. One class is still to visit. We are working well with the local community.	
07.05.25/14	<u>Policies for approval</u> - Dinner Money Policy A Governor asked if there are any issues with unpaid money. The HT replied no, there is no debt. The HT confirmed that if there are any price changes the policy will be brought back to Governors. - Lockdown Procedures The HT informed Governors that we will do a lockdown drill as our procedures need to be tested. Parents will be informed of the procedure. - RSE Policies approved.	
07.05.25/15	<u>Any other URGENT business</u> None	
07.05.25/16	<u>What have we done at this meeting to improve outcomes for the children?</u> - Agreed the budget - Ratified data – we know children are making progress.	

SUMMARY OF AGREEMENTS

MINUTE NO	ITEM

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Agreed as a correct record:

Chair of Governors: Date:

Date of next meeting: MONDAY 7TH JULY 2025 AT 5.30PM
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