



Minutes – Full Governing Body (FGB) meeting

Tuesday 14th July 2026 at 3.30pm

Attendees:

Governors: Lesley-Anne Avis (LAA) – Chair, Jackie Ferguson (JF), Lee Poultny (LP), Jess Edgecombe (JEd), Gavin Morris (GM), Rob Dagley (RD), Tracy Perry (TP) and Lisa Fielder (LF)
Governance Professional / Clerk Janet Ellis (JE)

Demonstration of Seesaw App – Brief summary

LF provided a demonstration of the App, noting it replaced ‘floor books’ and allowed the uploading of video and other ‘evidence’, which helped teachers assess pupils work. She added that it was particularly useful for pupils with Special Educational needs and Disabilities (SEND) and noted that Class DoJo was not now used.

LF explained that Class 1 use the App as a learning journal and parents had a log-on, plus all classes could use it to assign activities to pupils and could have access to the App is required.

LAA asked if it could be displayed on the whiteboards and LF stated it could, but pupils tended to use on ipads.

TP asked whether school received a notification if a parent posted something on the App, LF remarked they did not receive notifications.

JEd asked if Governors could use when monitoring topics and whether it could be used with external parties, including Ofsted; LF commented these were both possible.

JF enquired if pupils could use at home, LF stated they could but the log on had to be used.

1. Welcome, apologies, Declarations of interest and Chairs Actions

LAA welcomed Governors, there were no new Declarations of interest or Chairs Actions.

2. Annual SEND update

JEd and Mrs Adams provided a briefing to the FGB noting the achievements and challenges of SEND this academic year.

See confidential minutes also

4.12 RD joined the meeting

3. Governing Board matters

3.1 Vacancies

LAA reminded FGB that the Board had two, soon to be three (with GM’s departure on 17th July) Co-opted vacancies and one parent vacancy. Strategies to fill these roles were discussed, JF stating that she would continue to advertise in the Broadway village magazine.

LAA agreed to meet with interested Parents as a group if this was required and JE agreed to co-ordinate Governors being included in the school newsletter in order to increase their profile and

help parents understand the role. JEd suggested the school could run a poll to see if parents would consider the Parent Governor role.

Actions

LP	Poll of parents ref Parent Governor role	Autumn 1
JE	Meet the team Governor article	From Autumn 1

3.2 Current roles

LAA noted that RD was now officially the Local Authority (LA) Governor and LF was the Staff Governor.

4. Approval of the minutes and Matters Arising

The minutes from the FGB on 29th April 2026 were approved and signed by LAA as Chair.

Matters arising

Climate change – LAA noted this would be discussed at a meeting between LP, JF, LF and herself next week.

Monitoring – LAA stated that she may amend the form over the Summer and JEd commented that pupil voice required consideration of Trauma Informed Practice (TIP); JE agreed to ask Mrs Organ to include this in the October Safeguarding training for Governors.

Actions

LP	Consider Climate change plan and actions required	w.c 20 July
LAA	Consider amending monitoring form	Summer
JE	Ask Mrs Organ ref TIP in the October Safeguarding training	Complete

5. School Update

LP referred the FGB to the previously issued Heads report and the following is a summary of the discussion:

Wraparound care – LP stated that despite challenges, a staffing solution for 26-27 had been found.

Catering – LP commented that the school would remain with Cater Cater.

SEND reform - It was noted that the county council mentioned in the report was Worcestershire (not Warwickshire) and LP outlined what he knew so far in terms of Worcestershire county council's (WCC) response to national reforms, which would mean establishing experts in an area per school.

Sensory room – the excellent progress and help by 'Friends' was discussed.

Numbers on roll – The smaller Year 5 in September 2026 was discussed, along with the excellent Reception intake numbers (18) this year.

Behaviour and attitudes – LP noted the huge decrease in suspensions achieved this year.

School Development plan (SDP) 2026-27 – LP stated that his initial ideas for the SDP included: phonics, attendance (particularly SEND), Inclusion and Ofsted (a visit being due Spring 2027). The FGB discussed whether an Ofsted group was required; they decided the FGB needed to discuss this as a whole; agreeing that a November meeting date would be useful. *JF enquired whether the Nursery would be included in any main school Ofsted visit* and LP explained that the Nursery would receive a separate visit.

Results – LP highlighted the Good Level of Development result of 77% (increase from 58% last year) and the Phonics result, reiterating Phonics would feature on new SDP, due to needing to train new staff.

Leadership and Governance – FGB discussed timing of monitoring visits and LF suggested they align Governor visits with internal monitoring, which was agreed in principle.

LP commented on the likely issues with conducting peer reviews next year and FGB urged him to find alternative solutions, including use of Paul Gibbs (Ex school improvement advisor) and or other 'peer' schools.

JE remarked that LAA had recently complete the Chairs Development training with the National Governance Association.

Curriculum and teaching – The cancelling of Spelling Shed and the use of an alternative resource (Twinkl) were discussed, LP explaining that pupils would be streamed for spelling in 2026-27 with half termly assessments.

The changes to Oracy, the new Teaching and Learning policy and the successful implementation of TIP were noted.

LAA asked LP to thank all staff for their contributions to the Teaching and Learning policy and their hard work in 2025-26.

Actions

LP	Thank staff for their contributions and to the Teaching and Learning policy	asap
FGB	Decide on Nov Ofsted meeting date/time	23 Sept FGB

6. Quality Committee update

LAA provided a brief update, noting that LPs Heads report contained relevant information; she reiterated the importance of the Teaching and Learning policy which would improve consistency and assist with inducting new members of staff.

7. Finance and Premises committee (FPC) update

JF provided an update from the last FPC meeting, thanking the school team for their efforts in managing the 2026-27 budget so far. JF noted that Sports funding was changing at a national level, but the school would receive a payment of c.£5k for the Autumn term. JF added that it was not yet known how this new national provision would be allocated / funded. JF also briefed that the school were investigating insurance for TAs and the committee were considering and actioning relevant grants for the school.

JF informed the FGB that the national teacher pay rise had been agreed as 3.5% this year and 3% the next year, adding that the school had budgeted for this but hoped some of the increase would be funded from the Government.

FGB discussed the current issues with conducting the Residential trip (low take up and therefore increased per child cost) and they asked LP to try and establish reasons for this decline in order that some form of trip could take place; all agreeing on the importance of such trips to improve pupil skills and experiences. JF agreed to continue with her discussions with a potential local provider for a reduced trip, given LP stated that the Cluster schools did not want to collaborate on this.

See confidential minutes also

Actions

LP Establish reasons for poor response to residential trip

Autumn 1

8. Strategy

8.1 SDP 2026-27 – LP stated that he would reformat the plan to reflect the new Ofsted framework and include the items already mentioned, plus any output from a meeting with himself, JF, LF and LAA next week. He also added that he expected to include items on consistency of safeguarding, foundation skills, the Teaching and Learning policy implementation, Trauma Informed Practice and Early Years.

LF noted that baseline assessments would take place after the first six weeks of the new term, after which targets for Early Years would be inserted in the SDP.

8.2 Strategy meeting – LAA stated that an initial meeting would take place on Wednesday 2nd September from 3.30pm to 5.30pm to review the current strategy documents, noting that earlier that (TED) day she would speak to staff regarding the role of Governors. LAA asked if some Governors would be willing to help with providing lunch to staff on 2nd September, some Governors agreed and LAA stated she would co-ordinate via WhatsApp.

RD commented that from his time so far on the FGB, the Board were good at 'Business as usual' but needed to improve strategy. LAA acknowledged this, stating that the meeting would be the start of the new journey, but also reminded Governors of the progress made this year.

8.3 Collaboration update

See confidential minutes

8.4 Nursery update

See confidential minutes

8.5 Dates for 2026-27 FGBs

These were briefly discussed and FGB agreed to move Board meeting dates to Wednesday's and JE agreed to liaise with LP and the Finance officer to get confirmation of FPC dates in order to produce another draft of the calendar.

17.35 LF left the meeting

Actions

JE Create strategy mtg folder in SharePoint

Complete

JE New draft of 2026-27 meeting calendar

Complete

9. Policies

9.1 Uniform – LP explained this policy was new and based on a template by the National College – it was approved by FGB.

9.2 Relationships and Sex Education - LP explained this policy was new and based on a template by the National College – it was approved by FGB.

9.3 Allergen and Anaphylaxis Policy – the policy was approved by the Board.

JF noted that she had some concerns with how Cater Cater labelled food, LP stated that this had been discussed at the Senior Leadership Team meeting and it was being actioned.

10. AOB

10.1 Computing/IT visit

RD informed the FGB that he had conducted his monitoring visit (including pupil voice) and he provided a brief summary; noting some issues with the length of time it took pupils to log on, his suggestion that computing could feature in more lessons other than the once per week official lesson and the positive feedback from pupils on the new laptops.

LP explained the logging on problem was due to the configuration of the system so was unavoidable, but frustrating and LAA cautioned about moving away from writing skills; LP stated that the aim was to provide the correct balance of IT and writing skills.

10.2 New website

RD remarked that he had conducted a review of the new website and had sent his queries to Mrs Peden for actioning.