



Fairfield Road, New Romney Kent TN28 8BP

St Nicholas provides a welcoming and inclusive learning environment at the heart of its community. We nurture, encourage and support all children, adults and their families to be the best as God intended. Following God's example of love and trust, we develop resilience and creativity in all we do. Learning, loving and encouraging through Christ

Local Governing Body Meeting

MINUTES

THURSDAY 11th December 2025 at 10.00am

To be held at the school

Present:

Christopher Dale – Headteacher (HT)
 Victoria Turner – Deputy Headteacher (Staff Governor)
 Lyn Edwards – Chair (CoG)
 Hannah Stanford-Weeks – Parent Governor
 James Bader – Parent Governor
 Claire Seiver – Advisor
 Penelope Mackrell – Foundation Governor
 Sarah Webb – Co - opted Governor
 Samantha Dennison – Appointed Governor
 Hannah Lees – Assistant Headteacher
 Emily Hayday – Appointed Governor
 Paul Fadin – Observer

Also, In Attendance:

Clerk: – Lynne Bright

Apologies accepted:

Kathleen Webb – Appointed Governor
 Father Chris Hodgkins – Foundation

Item	Summary Description	Action
1.	Welcome, Apologies & Prayer a) Chair's welcome	

	The chair welcomed everyone to the meeting, including our newest Governor HSW and also PF who was observing as onboarding still not complete. b) Receive and accept or decline apologies offered Father Chris Hodgkins and Kathleen Webb c) Prayer The prayer was said by Penelope Mackrell										
2.	Quorum The meeting was quorate										
3.	Declaration of Business Interests Any business or conflicts of interest relevant to the agenda • JB has a partner who teaches at the school • CD is a Governor at another trust school										
4.	Governing Body Business/Membership a) Governing body update Kathleen Webb has resigned as Vice chair; this leaves a vacancy for a Vice chair. There was discussion around this and the Clerk asked members to consider ready for the next meeting. Clerk also suggested it would not be at this time suitable for our two new Governors. b) Receive HT confirmation statutory government information uploaded to GIAS and school website c) Governor Training Sexual Harassment bitesize video was watched d) Update from Clerk Nothing currently to report										
5.	Minutes of the last meeting held on 15th October 2025 a) To approve the minutes of the LGB Meeting held on 15th October 2025 Agreed b) To approve confidential minutes of the LGB Meeting held on 15th October 2025 Agreed										
6.	Actions/Matters arising from Minutes of 15th October 2025 a) Governing Body actions and matters arising <table border="1"> <tr> <td>7</td><td>27/11/2025 – 0930 Policy meeting regarding capacity analysis together with reviewing the sibling policy - COMPLETED</td><td>SD/SW & HT</td></tr> <tr> <td>7</td><td>Receive a termly admissions and mobility update so governors can monitor pressure on year groups, especially EYFS where numbers exceed PAN. - COMPLETED</td><td>HT</td></tr> <tr> <td>7</td><td>Governors to attend the Confirmation Service on 19 November 2025 to observe and support the school's Christian distinctiveness - COMPLETED</td><td>SW & KW</td></tr> </table>	7	27/11/2025 – 0930 Policy meeting regarding capacity analysis together with reviewing the sibling policy - COMPLETED	SD/SW & HT	7	Receive a termly admissions and mobility update so governors can monitor pressure on year groups, especially EYFS where numbers exceed PAN. - COMPLETED	HT	7	Governors to attend the Confirmation Service on 19 November 2025 to observe and support the school's Christian distinctiveness - COMPLETED	SW & KW	
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	7	Governors to be kept informed of any significant developments as appropriate regarding staff sickness – DISCUSSED DURING MEETING CARRY FORWARD TO NEXT MEETING	HT	
	18	Governors' responsibilities and visits to be discussed at next meeting – DISCUSSED AND AGREED	ALL	
	18	Riskmates bitesize will be available on GH and Governors will be required to watch this - COMPLETED	ALL	

School Improvement:

7. Headteacher's T2 Report:

- Admissions**

No. on roll: 414 – 3 pupils down on the last term report, 2 families have moved to Folkestone.

The school have looked at their waiting lists and the vacant places have been offered; from this we currently have 1 child due to start in January with another family to look around after the Christmas break.

Pupil Details

	R	1	2	3	4	5	6	All years								
Pupils of this School	100.00%	62	100.00%	60	100.00%	59	100.00%	63	100.00%	62	100.00%	51	100.00%	414		
Female	45.16%	28	56.67%	34	35.09%	20	57.63%	34	44.44%	28	50.00%	31	47.06%	24	48.07%	190
Male	54.84%	34	43.33%	26	64.91%	37	42.37%	25	55.56%	35	50.00%	31	52.94%	27	51.93%	215

Deprivation and Disadvantage

	R	1	2	3	4	5	6	All Years								
English Addtl Lang	1.61%	1	1.67%	1	5.08%	3	3.17%	2	4.84%	3	7.84%	4	3.38%	1		
Free School Meals	25.81%	16	30.00%	18	49.12%	28	37.29%	22	47.62%	30	35.48%	22	43.14%	22	38.16%	15
Looked after Children			1.67%	1											0.24%	
Medical Condition	48.39%	30	46.67%	28	54.39%	31	52.54%	31	42.86%	27	40.32%	25	35.29%	18	45.89%	19
Pupil Premium	25.81%	16	33.33%	20	49.12%	28	40.68%	24	47.62%	30	37.10%	23	43.14%	22	39.37%	16
SEN Needs	8.06%	5	8.33%	5	33.33%	19	22.03%	13	19.05%	12	17.74%	11	31.37%	16	19.57%	8
SEN Provision	6.45%	4	13.33%	8	35.09%	20	15.25%	9	17.46%	11	16.13%	10	31.37%	16	18.84%	7
Service Children					1.69%	1									0.24%	

Summary

The school is currently managing a rising roll and experiencing high demand for places, which is placing pressure on our capacity and resources in different areas of the school.

- Commission a capacity analysis (class sizes, staff ratios, physical space) to ensure compliance with statutory limits and safety. SW/SD to feedback on this.

SD and SW provided feedback on the statutory requirements, and whilst it was deemed the younger end of the school i.e., KS1 and EYFS feels not as cramped as the children get older and grow KS2 is indeed very short on space already having furniture removed to make more space it was felt that at the current time without any further classrooms to

accommodate the children the school should remain as it is. Governors agreed with this decision.

CD will give a statement to local Government that Governors have visited and believe the school should remain as they are for H&S reasons.

CD stated that we took 60 children into reception in September 2025 and there were a further 40 who applied but were declined. If the school were directed by KCC to take extra pupils we, as a school are not able to reject this

Q: Governors asked do teachers have any say on whether they take extra children or not?

No they don't have any say; unfortunately if we are directed by KCC we have no say; the children which come into school after the cut of date we receive no money for until the following year; whilst we would be happy to accept another class of children the only way to undertake this is to actually lose the staff room; by KCC directing is to take extra children means we are going over PAN and of course this has a 'knock on 'effect through the coming years as a precedent has been made. Once the children move further up the school space becomes eve more of a problem. The outcome is that if KCC reject the answer we give them regarding accepting extra children they accept liability, however if they accept it then they have to pay for the alterations

- **Attendance**

Summary of attendance for 2025/26 to 7/12/25

Attendance has largely remained the same since the last report, and marginally in line with the national data set.



Senior leaders met with Jos Milton, Kent PRU & Attendance officer at 10.30am on Wednesday 29 October 2025

	Please follow the link below for Primary school attendance Similar school's half term Autumn Term https://app.governorhub.com/document/693895f95fc826d28bbc081e/view The school have a large waiting list, and whilst I (HT) would happily take on at least an extra 14 children this would push the school severely over PAN, and as a HT I am aware the LA would encourage me to take more. This is why we have to be strict on the numbers we take. The school are put into the same category as the High Street are put into which means it is classed as an area of high influence; however, this is not the case as the school has a high number of PP children as the children attending St Nicholas come from the surrounding areas and NOT the High Street. Q: Governors asked how does PP equate to FSM? Headteacher responded that PP is the children who are in receipt of FSM; however, there is also a greater impact is those children who are not only PP but also SEND Attendance is 94.9%. Ms Lee, as one of her duties ich now has oversight of attendance on a daily basis and works with Rachel in the office on this. The school was invited to an online meeting regarding attendance and behaviour with the head of OFSTED; feedback is linked directly to the document that refers to attendance (link above). There is an improvement ladder which shows you where you were in the past. The school has been able to dive deeper into their attendance i.e., what is he best day and what is the worse day children are in school, etc. The day that has the most children in is Wednesday and when the children were questioned why Wednesday is the best day the answer was it is the day we have roast dinners and they like the dinner on a Wednesday; Monday is the day they dislike the most, and this is because they come into school and it's all full on with work worship work being quiet etc, as from January the school have changed this to hopefully improve the attendance, as the first hour will be a 'Golden Hour' with worship now being in the middle of the morning followed by break. Hedgehogs class won the prize for attendance and will be having a trip to the Marsh Cinema. The is another concern around SEND children and their attendance and this is a question that needs to be asked of the parents. In this school we are funding a TA alongside the class teacher in every class other school cannot offer this, but we are financially sustainable but this also means we need to keep the numbers high.	
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- **Pupils with SEN and LAC**

Head of Inclusion Lead	Antoinette Starmer-Smith
Mental Health Lead	Victoria Turner
SRP Lead Teacher	Amanda Butler
Nurture lead & Learning mentors	Claire Gunn With Kirsty Smith to join January 2026
ELSAs	C Gunn, C Williams & E Judge
Number of TAs	27, inc SRP & 1:1

SEND Headlines:

- 17% (71) children receiving SEND support
- 50 (12%) children without an EHCP on register against a National Average of 14.2 in primary settings (Jan 2025)
- 21 (5%) of the whole school have an EHCP. National Average of 5.3 in primary settings
- 21 (29.5) of SEND cohort have an EHCP, a significant rise on previous years
- Boys on SEND register: 45(63%)
- Girls on SEND register: 26 (37%)
- Pupil Premium/PP+ children: 37 (52%) of SEND register
- Transferred from other schools: 16 children (22.5%) of SEND register

Incidence of need:

Communication and Interaction (inc ASC): 35 (49%)

Cognition and Learning: 20 (28%)

Social Emotional Mental Health: 13 (18%)

Physical Sensory: 3 (6%)

Governors are invited to read the SRP data report for Term 2 on the needs and outcomes of the pupils in the setting – please see link below

<https://app.governorhub.com/document/693826d2a90027b41de9dd85/view>

SEND continues to put huge pressure on the school; since the last meeting there have been 8 families who are saying the school isn't doing enough and have applied for an EHCP

Q: Governors asked will it change what you have to give the child in respect of help if they get this EHCP?

Yes, it does, but the Local Government has said there is currently enough support in the class for the children.

- **Behavioural Reports and pupil mental health and wellbeing**

Exclusions 2025/24 Fixed term suspensions: 2 pupils. (Y3) – each 3 days Permanent exclusions: 0	Previous exclusion information: Exclusions 2024/25 Fixed term suspensions: 1 pupil (Y5) – 7 days (This pupil left the school in October 24) Permanent exclusions: 0
SEN children on reduced timetable: 1 (Y2 SRP pupil) – this pupil is currently awaiting a place at a specialist school.	
Plans for re-introduction We have no pupils awaiting reintegration	



While there has been a small increase in the number of overall incidents recorded since the start of the year, there are plans to review the school behaviour policy actions in the New Year, however these adaptations must reflect there are very few behaviour incidents across the school as a whole.

Other incidents reported in the academic year 2024/25:

Racist Incidents: 2 Homophobic Incidents: 1 Bullying: 1

Lots of parents come in and say their child is being bullied but its normally just a spat, and this is something we discuss with the parents.

Q: Governors asked sometimes children are influence by the media is this something you find? –

The headteacher responded this is not something they find

The HT put in a bid for PREVENT and the school has been successful in gaining this and will have training on how to deal with racism etc in the classroom. We find as a predominantly white school, some of the children are not clear on other cultures etc

Behaviour overall has seen about 30 + incidents across the school since September HT is aware of the children, he needs to be aware of and who he needs to keep any eye on; when SD walked around with HT to do a behaviour walk no bad behaviour was seen which is a testament to the school.

Behaviour is dealt with effectively

- **Pupil Premium Grant**

Number of children entitled to PP – 155 pupils (38%)

Current PP allocation - £230,280 (based on 2023 census of 142 pupils)

Pupil Premium Summary

- 38% of pupils are eligible for Pupil Premium, above the national average.
- The school has a clear, annually reviewed strategy focused on:
 - o Curriculum quality

	o Maths and SPAG outcomes o Attendance and behaviour o Combined attainment in reading, writing, and maths • Funding is used in line with EEF guidance, with proven impact through: o Targeted academic interventions o Pastoral and nurture support o Enrichment activities o Staff training • Challenges remain, especially in Key Stage 2 attainment gaps. • The school is committed to refining its strategy to meet evolving needs. Please see the Pupil Premium plan - link below https://app.governorhub.com/document/693976ac4056aef3f02fa992/view There has been an overspend in the sum of 179.40 in pp. The school have a very robust plan; currently there are three teachers and three TA's in EY and we have already seen an impact in the current cohort that only 7 children are behind and 5 of these have an EHCP> 1/3 of the cohort exceeding the national expectations in their phonics. As a school we are achieving the results the question is now how we will maintain that as they go through the school. KS2 went to the panto the families paid 15.00 and school paid the other 20.00, this included all families as some of them would not be able to attend otherwise. <i>Q: Governors asked there is a high number of pupils who receive free school meals Is there an initiative for those children when they aren't at school?</i> These children tend to be the children of great disadvantage and also will be on the SG register; we have initiatives in place for these children when we are on holiday for instance through the holiday food voucher scheme, vouchers worth £160.00 have been given out, free uniforms for the children; priority at clubs, CD has a small pot of money left but he needs to ensure everyone is working as efficiently as they can across the school before he decides how to spend this money. • Details of interventions and innovations using the PP • Curriculum Please follow the link below for the IDSR review: https://app.governorhub.com/document/693822b45fc826d28b7e8d6d/view • School performance and standards (Analyse DfE and ISDR school data) Please follow the link below for the School DATA return:	
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<https://app.governorhub.com/document/693826d2a90027b41de9dd85/view>

- **Christian Distinctiveness/SIAMS**

Church and Community Links

This term has seen the continuation and strengthening of our partnership with the local church. This term we have celebrated the confirmation of 25 children and adults with Bishop Rose in November.

We have had our annual St Nicholas Day Service. Sadly, we had to have this in school to manage the number of pupils due to staff absence. We also had our Advent service with Y4 and Eucharist at School with KS2.

Our commitment to ensuring spirituality remains a core feature of school life is evident through the range of services and celebrations that have taken place this term, either in school or at church:

- Education Sunday
- Year 6 and EYFS Welcome to Church Day
- Harvest Festival
- Confirmation service in November with Bishop Rose
- Y4 advent service
- KS2 Eucharist service

There are services due to take place in the Church at the end of term celebrating the KS2 Children's Society Christingle Service.

- **Impact of PE & other Funding**

- **Staffing information, including mental health and wellbeing**

Firstly, some sad news:

Sabina Dunton will be leaving us at the end of this term to take up a position closer to home. Sabina has been a valued member of our team, and her dedication and care for the children have been outstanding. She will be greatly missed by colleagues and families alike, and we wish her every success in her new role.

The Headteacher is pleased to confirm that Courteney Hopper, who currently job-shares with Sabina, will take over her days going forward. This continuity will be a real benefit for the children and the team.

Learning Mentor Role:

The Headteacher is delighted to announce that in a strong field, Kirsty was successful in her application for the Learning Mentor position on Friday. She will take up the post after the Christmas holiday and begin working alongside Claire Gunn. This is a fantastic step forward in strengthening our wellbeing provision, and I know Kirsty will make a real impact in this role.

	<i>Q: Governors asked what will the new mentors role entail?</i> Their role will be all about nurturing and supporting children who have school avoidance or MH problems. Speech & Language TA Role: The Headteacher is delighted to announce that we have appointed Valerie Seminario to the post of SaLT TA. Valerie joins us having been a teacher in the STLS services before the KCC reorganisation New TA Appointment: To ensure we maintain strong classroom support, the school have appointed Leanne Etherington to replace Kirsty as a TA. Leanne brings considerable experience from nursery and respite settings, working with children aged 7 to 18. I'm sure you will join me in giving her a warm welcome when she starts with us in the new year. Returning Staff: The school is pleased to share that Chloe Wilson will be returning from maternity after the Christmas Holiday. Chloe will return to the school as a p/t teacher working 3 days a week having previously been full time. Danielle Phillips will also be returning after maternity leave in late January and will be based in Year 5, supporting a pupil on a 1:1 basis. It will be wonderful to have them both back on the team. Apprenticeship appointments: The Headteacher is pleased to inform governors that we have been able to appoint 3 apprentice TAs to the school. 2 of those appointed work in EYFS to support the additional SEND need in the setting. The third has been appointed to support the learning in Year 2 for the pupils with additional needs. Those appointed are; Rebecca Payne, Marketa Farrant and Allanah Farbrace. Year 2 four TAs in each class Year r 3 TAs in each class TA's have gone into the classes which need the most support. Staff sickness over 30 days have been lost in the last term <i>Q: Governors asked why has there been so much sickness?</i> Some is seasonal, there is also somewhere staff are required to look after their dependants, some is maternity related and some of which is stress <i>Q: Governors asked what is the process of when the staff return to work?</i> HT stated we have a full return to work policy and interview, we have a Bradford index score, the conversation we have with the staff is as robust as it can be, these conversations are normally for the worse attenders but everyone has a return-to-work interview <i>Q: Governors asked is it a lengthy time off or just a day here and there?</i>	
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	It varies we have staff who rarely have time off and others that have a lot of time off; 2 of those absences in the last week are from staff who rarely have time off. <i>Q: Governors stated there are a lot of seasonal illnesses coming around do you look at the wellbeing of the staff?</i> Headteacher stated there are two members of staff he currently has concerns about, one is in school and one is off. As a school when you have a member of staff who is off you need to at look the impact of the ones who are in, it is very difficult. Currently there are 2 HLTAS who are constantly at the moment changing their working pattern. The children have had chicken pox and scarlet fever which doesn't really impact on the staff; however, the norovirus impacts not only the children but also the staff. <i>Q: Governors asked has there been any reports of flu?</i> Not at the moment. There was then a discussion around whether it would be beneficial for the school to have the staff who wanted it have the flu jab, which may be something to consider for next year. <i>Q: Governors asked what is the cost implication of the flu jab?</i> Headteacher said it can be up to £36.00 per person but as little as £10.00, whilst the cost of a supply teacher is over £200.00 a day <i>Q: Governors asked would the cost of the jab outweigh the cost of a supply teacher?</i> A supply teacher costs 200.00 per day; whilst it is more cost effective for staff to have the flu jab it must be remembered that the jab is only 40% effective; the school also has 81 members of staff, some are already eligible for a free flu jab but others may not be willing to have one. <i>Q: Governors asked is this something that as a school we need to look at and whether it is worth it?</i> At the moment there is no one off with flu however they may have flu like symptoms Look at the stats over the winter for staff sickness and bring back into the meeting in Term 5 and see if the attendance/flu/stress levels go up and whether this is a trend; also report back on the term 5 as to the trend of illness and why staff are off	
8.	School Improvement Plan: Identify, in priority order, focus areas for this year	
9.	Governor Monitoring and other Reports & Visits: - Confirm monitoring visits; subjects and governor/s as per schedule agreed T6	

	We look forward to feedback on the following from visits by governors; PPM meetings – PM/EH Attendance – SW Behaviour – SD School capacity – SD/SW Exclusion training – CH – absent Feedback given on the above – GOVERNORS – please ensure monitoring reports are uploaded regarding these visits - ACTION Our Staff meetings training events for the spring term are: <table border="1"> <thead> <tr> <th>Date</th><th>Lead</th><th>Overview</th></tr> </thead> <tbody> <tr> <td>07/1/26</td><td>CD</td><td>Planning</td></tr> <tr> <td>14/1/26</td><td>CD</td><td>Behaviours for Learning (1 of 3)</td></tr> <tr> <td>21/1/26</td><td>HL</td><td>Maths – The S-Plan</td></tr> <tr> <td>28/1/26</td><td>Phase lead</td><td>Phase leader meetings</td></tr> <tr> <td>04/2/26</td><td>AS/AB</td><td>SEND meeting</td></tr> <tr> <td>11/2/26</td><td>-</td><td>No Staff meeting prep as a result of PTC</td></tr> <tr> <td>25/2/26</td><td>HL</td><td>Maths – Feedback from Maths HUB leader</td></tr> </tbody> </table> c) Agree monitoring visits for next term d) Identify any other Reports or notes of visits schedules for current term	Date	Lead	Overview	07/1/26	CD	Planning	14/1/26	CD	Behaviours for Learning (1 of 3)	21/1/26	HL	Maths – The S-Plan	28/1/26	Phase lead	Phase leader meetings	04/2/26	AS/AB	SEND meeting	11/2/26	-	No Staff meeting prep as a result of PTC	25/2/26	HL	Maths – Feedback from Maths HUB leader	
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10.	Finance: a) To review Governor Report month/year b) Consolidated cash flow c) To review Financial Report month/year <i>Q: Governors asked are there any parents who haven't paid for their child's school dinner?</i> 5 parents have not paid they're for the school dinners, the highest outstanding debt is just over 9.00 <i>Q: What happens if they don't pay and then don't provide pack up?</i> We contact parent and if the pack up isn't forthcoming, we provide the children with a meal and we pass this information to the sg team as a welfare issue																									
11.	Safeguarding & SNIT a) Issues or concerns: The school continues to work effectively with its external partners and has made significant progress in reducing its overall safeguarding caseload. The commitment and hard work of the Safeguarding and SNIT teams have led to positive outcomes for families in an area of traditionally high need. Their proactive approach has helped ensure that vulnerable																									

	pupils receive timely and appropriate support. However, there are several ongoing concerns that governors should be aware of: • High Volume of DSL Recordings: This term, there have been 44 entries in the DSL (Designated Safeguarding Lead) recording system (yellow band), indicating a sustained level of safeguarding activity. • Section 47 Strategy Meetings: The school has participated in 12 Section 47 strategy meetings since the start of the year, reflecting serious safeguarding concerns requiring multi-agency intervention. • Family-Related Issues: There have been 53 recorded concerns involving family-related issues, with physical and mental health concerns being among the most frequently reported. • Children's Social Services (CSS) Involvement: Currently, over 20 pupils have active CSS involvement, with additional pupils receiving support through CSS Early Help. These figures continue to highlight the continued complexity and intensity of safeguarding needs within the school community. Safeguarding has slowed down at the moment, however this is normally just a lull; it has been very busy with some children removed from their homes with immediate effect. All Safeguarding concerns are reported. There will be an external 360 review of safeguarding process at the school on 25 February 2026 by Judicium, it would be good if a governor could join us on this date - The Chair and SD have said they will be able to attend. SG Audit reports have been reviewed; some of the issues that have come up – single central needs to be checked and these are about regulatory activity which is managed by the trust. There is a safeguarding review on 25/2/2026 – Governor required and it will be all day. Chair and SD to attend – Feedback at next meeting - ACTION b) Safeguarding outcomes:	
12.	Health & Safety: a) Issues or concerns: Compliance and audits all up to date Fire risk assessment is due January Waiting for a lock down system information in respect of Martins Law b) Premises update: Eligibility for SCA for the 2026 to 2027 financial year	

	Schools are either part of bodies eligible for SCA or are eligible for CIF depending on their size and type. Local authorities, larger MATs and larger VA school bodies receive direct SCA to invest in priorities across the schools for which they are responsible. Current year update – verbal report Garden room update – verbal report; this was agreed by Governors and will now be placed on order. Playground - The school have received three bids all of which have been split into two parts one is main playground and one is area against the school Governors voted and went for quote number 1 total sum of £25109.00 + VAT @20% Sports pavilion – verbal report Bids for sports pavilion are coming in at 450k; HT is unable to justify this amount for a building which is to house equipment and to provide toilet facilities when using the field rather than walking back to school. Currently the school have had a closed tender so the idea is to have an open tender by telling people we have 170k; however, whilst it gives them the sum, we have it rules out the ones that cannot undertake this. The school will also need to make bidders aware that whilst there is in fact 170K there is no contingency so it may be better to make the total £150k with a 20 K contingency. <i>Q: Governors asked from the quotes and the knowledge you have is it likely you can complete the building from 170k?</i> The architect told us at the time we would have money left from the 170k Governors agreed to go for an open tender with support from someone who can advise us Has requested trust to come down and have a look at the field as it is a H&S concern as local people walking dogs over there. c) Review of Health & Safety and report on incidents recorded: d) Progress towards General Risk Assessment priorities:	
13.	Riskmate Risk Register a) Update from Headteacher regarding Riskmate Register <i>Q: Governors asked what is Riskmate?</i>	

	HT clarified what RM is; The school has highest H&S record of what we should be doing. The Riskmate will be completed during the xmas break for the next meeting - ACTION b) Assess Riskmate return for current strategic risks and ensure appropriate mitigations are considered c) GDPR	
14.	Compliance (including website): Items for consideration:	
15.	Policy Review: To ratify/adopt the following policies due for review: Aquila Trust Policies: (Adopt only) • School Based Policies: (Ratify) • CS has put some alterations on policies on GH and nothing has changed apart from say the supplier	
16.	Any other business: Urgent Business to be notified to the Clerk and Chair in advance of the meeting •	
Other:		
17.	Confidentiality: Governors to decide which items, if any, should be regarded as confidential and recorded within the confidential minutes for this meeting •	
18.	Confirmation date of next meeting: 3rd February 2026	
19.	Closing Reflections & Meeting Summary a) What was the theme of the key discussion during the meeting and what is the impact for the pupils? Welcoming the Governors. Supporting the school in their pursuit of improving the school playground and the building of the sports pavilion. Impact for the pupils: The new facilities will provide pupils with improved opportunities for physical activity, sports, and outdoor play. This is expected to enhance their wellbeing, encourage healthier lifestyles, support skill development, and enrich their overall school experience. b) What was the key challenge facing the School/Trust during this discussion? The main challenges discussed were managing the tendering process for upcoming projects and ensuring effective use of pupil premium funding, particularly in relation to supporting pupils eligible for free school meals. c) What are the areas for celebration in this discussion?	

	A significant proportion of EYFS pupils—around one-third—are already exceeding expected levels, which reflects strong early learning outcomes. The school's access to a dedicated speech and language specialist, along with the depth of staff experience, is providing rich opportunities for children's development and exploration. The new Deputy Head has made a notably positive impact within a short time. The addition of another learning mentor is expected to further strengthen pupil support and contribute positively to behaviour, wellbeing, and learning outcomes. Closing Prayer	
Summary of Identified Actions		
Item	Action	Action owner