



WITTERSHAM CHURCH OF ENGLAND PRIMARY SCHOOL

MINUTES OF THE FULL GOVERNING BOARD MEETING

**Held at school on Thursday, 15th October 2025
at 6.30 p.m.**

On a voyage of discovery, flourishing in God’s love.

Christian Values of

Compassion

Courage

Cooperation

Present: John Collins (Chair), Stephen Rogers (Vice Chair), Stella Coulson (Headteacher), Jane Burnett, Helen Farmer, Carly Catt, Harry Lingfield, Fran Rusbridge and Nick Barnett

Governance

Professional: Jane Phillips

The meeting commenced at 6.30 pm.

ITEM	PROCEDURAL	ACTION
1.	<u>WELCOME, APOLOGIES, QUORUM</u>	
1a	The Chair welcomed governors to the meeting which was opened with a prayer.	
1b	Apologies were received and accepted for Kerry Dean (unwell). There were no other apologies for absence.	
1c	The governance professional (GP) confirmed the meeting was quorate.	
2.	<u>DECLARATIONS OF BUSINESS INTEREST</u>	
2a	Action: Remaining governors to complete their annual declarations of business interests on GovernorHub.	CC/KD HL
2b	Foundation governor, Jane Burnett declared she was Chair of governors at The Norton Knatchbull School in Ashford. There were no other declarations of business interest made against any agenda item.	
2c	Governors were reminded to declare any business interests which became relevant during the meeting.	
3.	<u>MINUTES OF THE FULL GOVERNING BOARD MEETING HELD ON 17TH JULY 2025</u>	
3a	The minutes of the previous meetings were agreed as an accurate account which would be signed electronically by the Chair.	GP HL
3b	<u>A Review of Governor and Governance Professional’s Actions Arising</u> Item 1. Action: The GP to carry over the SEN presentation/communities of schools update to the term two meeting. Item 2. Action: HL to send the HT his pen portrait for inclusion on the school’s website. (Carried over)	
	Remaining actions had been completed or would be discussed during this meeting.	
GOVERNANCE		
4.	<u>ELECTION OF THE CHAIR</u>	
4a	<u>Standing Order for the Election of the Chair and Vice Chair</u> The Education People’s (TEP) model standing order (August 2025) was made available in advance of the meeting and had been personalised to the school (filed	

	<p>electronically).</p> <p>Governors agreed the standing order for the election of the Chair and Vice Chair and that the following would continue to apply.</p> <ul style="list-style-type: none"> • The term of office for the Chair and Vice Chair would be one year. • The governance professional would invite governors to self-nominate by a closing date no later than two weeks before the date of the meeting at which the election would be held. Nominations would also be invited during the meeting which could be self or other. • Voting would take place by a show of hands if one candidate was being considered. There would be a secret ballot in the event more than one candidate was standing for election. • In the event there was a tie in votes, the candidates would be invited to speak to the board again about why they wanted to pursue the role of Chair or Vice Chair following which, another vote would be taken. <p>4b <u>The Election of the Chair of Governors</u></p> <p>The GP reported she had received a number of nominations for John Collins (JC) to stand again as Chair. Further nominations were invited from the floor where there were none.</p> <p>JC was asked to step out of the meeting whilst governors considered his reappointment.</p> <p>4c Governors unanimously agreed the appointment of John Collins as Chair of governors. His new term of office would commence on 15th October 2025 and conclude on 14th October 2026.</p> <p>JC rejoined the meeting when he was congratulated on his reappointment.</p> <p>As previously reported, the Chair explained this would be his last year as a serving member of the governing board.</p>	
<p>5.</p>	<p><u>BOARD CONSTITUTION/MEMBERSHIP & VACANCIES</u></p> <p><u>A Review of the Instrument of Government (IoG)</u></p> <p>Governors agreed that the composition of the governing board continued to meet its needs and that it was unnecessary to reconstitute. The IoG would be reviewed again in one year's time.</p> <p><u>Membership & Vacancies</u></p> <p>The Chair reported parent governor, Kerry Dean's (KD) term of office as a parent governor would conclude on 22nd November 2025. The process to appoint KD as a foundation governor of the school was currently in hand with the Canterbury Diocese.</p> <p>As Returning Officer, the HT would conduct a parent governor election during term two. Following the outcome of the election, there would be one remaining vacancy for an ex officio foundation governor.</p>	
<p>6.</p>	<p><u>APPROVE STANDING ORDERS</u></p> <p><u>Standing Order for Virtual Governance</u></p> <p>Governors agreed the TEP (August 2025) standing order for virtual governance where the following would continue to apply.</p> <ul style="list-style-type: none"> • The use of virtual governance would be used for the following meetings/interactions: Full GB, Finance Committee and hybrid, monitoring. • The chat facility would be turned off. 	

	<p><u>The Digital Recording of Meetings</u></p> <p>Governors further agreed the standing order without amendment.</p> <p>All standing orders would be reviewed again in one year's time.</p>																									
7.	<p><u>CODE OF CONDUCT</u></p> <p>The National Governance Association's (NGA) Code of Conduct for 2025-26 had been personalised to the school and was circulated in advance of the meeting (filed electronically). Updates to the NGA Code of Conduct were highlighted.</p> <p>Governors agreed the NGA Code of Conduct for 2025-26.</p> <p>Action: Governors to confirm via GovernorHub that they agree to abide by the Code of Conduct 2025-26. (To be completed: CC, KD, HF, HL, SR) (To refresh their confirmation date: SC, NB and FR)</p>	Govs																								
8.	<p><u>ANNUAL REVIEW OF THE GOVERNING BOARD – ORGANISATION AND STRUCTURE</u></p> <p>8a <u>Governance Objectives/Governance Structure</u></p> <p>Governors unanimously agreed to continue to adopt the hybrid Circle model of governance to include a Finance Committee.</p> <p>8b <u>Finance Committee</u></p> <p>Governors agreed Stephen Rogers (foundation governor) to continue as Chair and Jane Burnett as Vice Chair of this committee.</p> <p>Membership would continue to comprise Stephen Rogers, Jane Burnett, John Collins and Stella Coulson.</p> <p>8c <u>Department for Education (DfE) Designated Monitoring Roles</u></p> <p>Governors agreed the reappointment of governors to the following DfE/ local authority designated monitoring roles:</p> <table border="1"> <thead> <tr> <th>Role</th> <th>Governor</th> </tr> </thead> <tbody> <tr> <td>Safeguarding/Online Safety/Cyber Security</td> <td>John Collins</td> </tr> <tr> <td>SEND</td> <td>Jane Burnett</td> </tr> <tr> <td>Health & Safety</td> <td>Stephen Rogers</td> </tr> <tr> <td>Finance</td> <td>Stephen Rogers</td> </tr> </tbody> </table> <p>8d <u>Recommended Monitoring Roles</u></p> <table border="1"> <thead> <tr> <th>Role</th> <th>Governor</th> </tr> </thead> <tbody> <tr> <td>Curriculum</td> <td>John Collins</td> </tr> <tr> <td>Early Years</td> <td>Fran Rusbridge</td> </tr> <tr> <td>Pupil Premium/Sports Premium</td> <td>Stephen Rogers</td> </tr> <tr> <td>SIAMS/Christian Distinctiveness</td> <td>All governors</td> </tr> <tr> <td>Training & Development</td> <td>John Collins</td> </tr> <tr> <td>Wellbeing</td> <td>Kerry Dean</td> </tr> </tbody> </table> <p>8e <u>Terms of Reference (ToR) – 2025/26</u></p> <p>Action the GP to prepare and include the ToR as an agenda item for the 11th December 2025 FGB meeting.</p>	Role	Governor	Safeguarding/Online Safety/Cyber Security	John Collins	SEND	Jane Burnett	Health & Safety	Stephen Rogers	Finance	Stephen Rogers	Role	Governor	Curriculum	John Collins	Early Years	Fran Rusbridge	Pupil Premium/Sports Premium	Stephen Rogers	SIAMS/Christian Distinctiveness	All governors	Training & Development	John Collins	Wellbeing	Kerry Dean	GP
Role	Governor																									
Safeguarding/Online Safety/Cyber Security	John Collins																									
SEND	Jane Burnett																									
Health & Safety	Stephen Rogers																									
Finance	Stephen Rogers																									
Role	Governor																									
Curriculum	John Collins																									
Early Years	Fran Rusbridge																									
Pupil Premium/Sports Premium	Stephen Rogers																									
SIAMS/Christian Distinctiveness	All governors																									
Training & Development	John Collins																									
Wellbeing	Kerry Dean																									
9.	<p><u>GOVERNOR SAFEGUARDING</u></p> <p>Action: Remaining governors to complete their 'Keeping Children Safe in Education' (Sept. 2025) confirmations on GovernorHub.</p> <p>Action: Remaining governors to refresh their safeguarding training by completing the NGA Learning Link module 'Essential Safeguarding for Governors & Trustees 2025/26'. (All governors except JC and JB)</p>	CC, KD HL Rem. Govs																								

SCHOOL IMPROVEMENT

10.	<u>SAFEGUARDING/ONLINE SAFETY TO INCLUDE FILTERING & MONITORING</u>	GP					
10a	<p><u>Annual Report to Governors on Safeguarding Children at Wittersham CEP</u></p> <p>Action: The GP to carry over the Annual Safeguarding Report to Governors to the 11th December 2025 FGB meeting.</p>						
10b	<p><u>Safeguarding Updates</u></p> <p>(Some discussions within this item were considered confidential and were contained in the part two minutes.)</p>						
10c	<p>There were no items to report in respect of online safety or filtering and monitoring.</p>						
10d 10e	<p>The safeguarding governor reported he had completed a safeguarding compliance visit on 2nd October 2025. The following was confirmed:</p> <ul style="list-style-type: none"> • All staff had signed to confirm that they had read KCSIE (Sept. 25) which had been completed by 29th September 2025 as evidenced. The Code of Conduct had also been signed by all staff. • Staff KCSIE/safeguarding updates had been completed on 6th September 2025. The Single Central Record was confirmed as having been updated during September to include any staffing changes. 						
11.	<u>SEF/SCHOOL IMPROVEMENT PLAN (SIP) 2025-26</u>						
11a	<p>The Chair explained governors had previously reviewed and agreed the eight SIP priorities for 2025/26 during the term six meeting.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 5px;"> <p>Quality of Education:</p> <ul style="list-style-type: none"> • Strengthen Clarity of Intended Learning Across the Curriculum. • Embed Consistent and Effective Formative Assessment Practice. </td> </tr> <tr> <td style="padding: 5px;"> <p>Behaviour and Attitudes:</p> <ul style="list-style-type: none"> • Empower staff and learners to manage conflict more effectively </td> </tr> <tr> <td style="padding: 5px;"> <p>Personal Development:</p> <ul style="list-style-type: none"> • Broaden Pupils’ Understanding of Diversity Through Curriculum and Enrichment. • Increase opportunities for pupils to develop independence, self-regulation, and ownership of their learning across all phases. </td> </tr> <tr> <td style="padding: 5px;"> <p>Leadership and Management:</p> <ul style="list-style-type: none"> • Enhance the Pedagogical Practice and Confidence of Early Career Teachers (ECTs) through structured opportunities for professional growth. • Strengthen and Empower Middle and SEND Leadership to Drive Whole-School Improvement . </td> </tr> <tr> <td style="padding: 5px;"> <p>Early Years Foundation Stage:</p> <ul style="list-style-type: none"> • Ensure the successful implementation of the new mixed Reception and Year 1 class structure, with a focus on curriculum continuity, high-quality provision, and age-appropriate challenge. </td> </tr> </table> <p>The HT explained there wouldn’t be any additional costs relating to the delivery of the SIP as it would be covered by the school’s own internal development and resources.</p>	<p>Quality of Education:</p> <ul style="list-style-type: none"> • Strengthen Clarity of Intended Learning Across the Curriculum. • Embed Consistent and Effective Formative Assessment Practice. 	<p>Behaviour and Attitudes:</p> <ul style="list-style-type: none"> • Empower staff and learners to manage conflict more effectively 	<p>Personal Development:</p> <ul style="list-style-type: none"> • Broaden Pupils’ Understanding of Diversity Through Curriculum and Enrichment. • Increase opportunities for pupils to develop independence, self-regulation, and ownership of their learning across all phases. 	<p>Leadership and Management:</p> <ul style="list-style-type: none"> • Enhance the Pedagogical Practice and Confidence of Early Career Teachers (ECTs) through structured opportunities for professional growth. • Strengthen and Empower Middle and SEND Leadership to Drive Whole-School Improvement . 	<p>Early Years Foundation Stage:</p> <ul style="list-style-type: none"> • Ensure the successful implementation of the new mixed Reception and Year 1 class structure, with a focus on curriculum continuity, high-quality provision, and age-appropriate challenge. 	
<p>Quality of Education:</p> <ul style="list-style-type: none"> • Strengthen Clarity of Intended Learning Across the Curriculum. • Embed Consistent and Effective Formative Assessment Practice. 							
<p>Behaviour and Attitudes:</p> <ul style="list-style-type: none"> • Empower staff and learners to manage conflict more effectively 							
<p>Personal Development:</p> <ul style="list-style-type: none"> • Broaden Pupils’ Understanding of Diversity Through Curriculum and Enrichment. • Increase opportunities for pupils to develop independence, self-regulation, and ownership of their learning across all phases. 							
<p>Leadership and Management:</p> <ul style="list-style-type: none"> • Enhance the Pedagogical Practice and Confidence of Early Career Teachers (ECTs) through structured opportunities for professional growth. • Strengthen and Empower Middle and SEND Leadership to Drive Whole-School Improvement . 							
<p>Early Years Foundation Stage:</p> <ul style="list-style-type: none"> • Ensure the successful implementation of the new mixed Reception and Year 1 class structure, with a focus on curriculum continuity, high-quality provision, and age-appropriate challenge. 							
11b	<p><u>Pupil Premium (PP) Strategy Statement – 2025/28</u></p> <p>The PP Strategy Statement was made available in advance of the meeting (filed electronically).</p> <p>The HT reported the number of PP eligible pupils had increased from twenty two to twenty five on roll. The way in which the funding would be spent had been identified where the majority would be used on pastoral support such as Forest School, the Family Liaison Officer and the nurture provision.</p>						

12.	<u>GOVERNOR MONITORING</u>													
12a	<p><u>Governor Monitoring Visits Policy</u></p> <p>The Education People’s model policy (August 2025) had been personalised to the school to reflect a hybrid Circle model of governance (filed electronically).</p> <p>Governors approved the Monitoring Visits policy which would be reviewed again in one year’s time.</p>													
12b 12c	<p><u>Governor Monitoring Calendar/Terms One and Two Visits</u></p> <p>The Chair reported he had completed a monitoring visit on SIP Priority one (Quality of Education) the previous week. A report from the visit would be added to GovernorHub shortly and tabled at the next meeting.</p> <p>The 2025/26 monitoring calendar was made available in advance of the meeting (filed electronically).</p> <p>The Chair explained that monitoring in term two would relate to some very specific SIP priorities.</p>													
<table border="1"> <thead> <tr> <th data-bbox="212 674 719 712">Focus</th> <th data-bbox="719 674 1422 712">Governor(s)</th> </tr> </thead> <tbody> <tr> <td data-bbox="212 712 719 790">Link Governor Visits</td> <td data-bbox="719 712 1422 790">H&S (SR), Pupil Premium/Sports Premium (SR), SEND (JB)</td> </tr> <tr> <td data-bbox="212 790 719 842">Collective Worship</td> <td data-bbox="719 790 1422 842">Jane Burnett/Kerry Dean</td> </tr> <tr> <td data-bbox="212 842 719 909">SIP Priority 6 Leadership & Management</td> <td data-bbox="719 842 1422 909">John Collins</td> </tr> <tr> <td data-bbox="212 909 719 976">SIP Priority 7 Leadership & Management</td> <td data-bbox="719 909 1422 976">Jane Burnett</td> </tr> <tr> <td data-bbox="212 976 719 1043">SIP Priority 8 EYFS</td> <td data-bbox="719 976 1422 1043">Fran Rusbridge</td> </tr> </tbody> </table>		Focus	Governor(s)	Link Governor Visits	H&S (SR), Pupil Premium/Sports Premium (SR), SEND (JB)	Collective Worship	Jane Burnett/Kerry Dean	SIP Priority 6 Leadership & Management	John Collins	SIP Priority 7 Leadership & Management	Jane Burnett	SIP Priority 8 EYFS	Fran Rusbridge	
Focus	Governor(s)													
Link Governor Visits	H&S (SR), Pupil Premium/Sports Premium (SR), SEND (JB)													
Collective Worship	Jane Burnett/Kerry Dean													
SIP Priority 6 Leadership & Management	John Collins													
SIP Priority 7 Leadership & Management	Jane Burnett													
SIP Priority 8 EYFS	Fran Rusbridge													
12d	<p>Action: Governors to arrange their term two monitoring visits with the HT at the earliest opportunity.</p> <p>Action: KD to carry out a monitoring visit on wellbeing/the School Council in term three (carried over)</p> <p>The Chair further explained that a termly Collective Worship monitoring visit would take place where governors were asked to use the template provided. For link governor visits, SIP priority monitoring, pupil voice or learning walks, governors were asked to use the same monitoring report template across all of these areas (filed electronically).</p> <p>Governors were asked to look at the actions against the SIP priorities to evidence the progress which had been made.</p> <p><u>Rother (Year 6) Survey</u></p> <p>The results of the pupil survey carried out in term six were made available in advance of the meeting (filed electronically). Overall, the responses were considered very positive with the exception of one responder.</p>	<p>Govs</p> <p>KD</p>												
FINANCE & RESOURCES														
13.	<p><u>FINANCE COMMITTEE REPORT</u></p> <p>The draft minutes of the Finance Committee meeting held on 9th October 2025 were made available in advance of the meeting (filed electronically). The Finance Committee Chair provided an overview of the six month budget monitoring report.</p> <ul style="list-style-type: none"> At the six month position, an in-year Revenue surplus of £79,147 was predicted (original budget plan: a surplus of £40,482). There was a positive variance under Revenue income of £52,738 whilst there was a negative variance of £14,072 under Revenue expenditure. 													

- The predicted Revenue budget carry forward to 2026/27 was therefore £125,941 (original budget plan: c/f of £87,275).

The HT reported work was due to begin on Friday, 17th October when a new pedestrian gate would be put in at the side of the building for wraparound care. A new air source heat pump would be installed together with new radiators. The work would take just under two weeks to complete. The HT had now received the final cost for the works which was £55,000 of which the school was required to contribute ten percent.

Governors unanimously agreed the school's contribution of £5,500 towards the cost of the new air source heat pump, radiators and pedestrian gateway.

The HT further reported there were two roofs which required replacing; one pitched roof and one flat roof. During the Summer holidays of 2026, all of the flat roof would be replaced together with all of windows on one particular side of the building and a new door. The pitched roof had a slightly longer lifespan which would be replaced during the Summer of 2027.

The HT explained both projects would each cost approximately £75,000. Governors were told the Diocese had changed their funding slightly. Once the work had been completed, the school would be billed where it was then necessary to meet the cost by the end of that financial year or to choose to pay it during the following financial year, whichever the school preferred. Whilst the school's contribution would always be ten percent, a certain amount could be paid in one financial year with the balance during the following financial year.

A governor asked if the new door was a fire door. The HT said it would be a brand new door for Smugglers class (Year 1/2) which would enable the children to access the outdoor area.

The HT reported that in February 2026, there would be additional work on the reception area. The door into the main school office and windows would be replaced so that they were fireproof.

The HT said additional gates would also be installed during February 2026 at various points in the playground area which would make the site more secure. The HT explained there was some uncertainty as to whether the school would be required to contribute towards the cost as the work was safeguarding related. The HT would provide governors with an update once more was known.

The HT commented a representative from the Diocese had visited during September 2025 when they had been very supportive of what the school needed to do and the reasons why to include the safety and security of the site.

14. POLICIES

14a Those policies due for review were made available in advance of the meeting (filed electronically). Changes had been highlighted

Governors ratified the following policies without amendment.

Policy	Next Review
Child Protection policy	September 2026
Children with Health Needs Who Cannot Attend School	October 2026
Behaviour policy	"
EYFS policy	"
Managing Absence and Special Leave policy	"
School Uniform policy	"
Supporting Pupils with Medical Needs	October 2027
Whistleblowing policy (HR Connect)	October 2026
Wraparound Care policy	"
Anti-Fraud, Bribery & Corruption policy	"
Health & Safety policy	"
Grievance policy	"

	Charging & Remissions policy	"	
	School Discipline & Conduct policy (HR Connect model)	October 2027	
14b	<p>The Chair asked governors to familiarise themselves with the highlighted sections in the Behaviour policy.</p> <p><u>Updated Policies Not Requiring Governing Board Approval</u></p> <p>The School Meals Debt policy had been updated since the last meeting which would be reviewed again in September 2026.</p> <p>A governor asked how many families tended to get into debt as a result of school meals. The HT said there were three persistent offenders. The Finance Manager would initially write to the family. If the debt continued, the HT would then also write to the family. If it then became necessary, the HT would speak to the family on the school gate or telephone them. However, the indebtedness was usually resolved prior to reaching that point. The amount owed didn't usually go beyond £25-£30.</p>		
14c	<p><u>Policy Update</u></p> <p>The HT reported the model Pay policy became available earlier that day.</p> <p>Action: The GP to include the ratification of the Pay policy within the agenda of the 11th December 2025 meeting.</p>		
OTHER			
15.	<u>GOVERNOR TRAINING</u>		
15a	<p>The GP had attended KPAS Exclusions and Suspensions Training for Clerks on 26th September 2025.</p> <p>Action: HF to attend virtual Diocesan foundation governor training (Next event: 26th January 2026 via Zoom.)</p>		
15b	<p><u>GovernorHub Effectiveness Tool</u></p> <p>All governors had completed the online effectiveness tool in advance of the meeting, the findings of which could also be reviewed online. Overall, the governing board had the skills and the knowledge to be effective in all areas with the exception of mediation/law where only one governor had experience. One or two governors at most had indicated they would like to receive training in specific areas with the exception of safeguarding and health & safety where governors felt sufficiently knowledgeable.</p>		
16.	<u>WEBSITE/TEP GOVERNANCE MONTHLY BULLETINS/DFE UPDATES</u>		
	<p>The Education People's (TEP) governance monthly bulletins for September 2025 was provided as a supporting paper for this agenda item (filed electronically).</p> <p>The contents were noted by governors and there were no questions arising.</p>		
17.	<u>CHAIR'S ACTIONS/CORRESPONDENCE</u>		
	<p>There were no Chair's actions to report and no correspondence had been sent or received.</p>		
18.	<u>ANY OTHER BUSINESS</u>		
	<p>The staff governor was asked to step out of the meeting.</p> <p><u>The Headteacher's Pay Recommendations for Teaching Staff</u></p> <p>(All discussions within this item were considered strictly confidential and were contained in the part three minutes.)</p>		

19.	<u>CONFIDENTIALITY</u>	
19a	Some discussions contained within agenda item 10b (Safeguarding Updates) were considered confidential and were contained in the part two minutes. Discussions within item 18 (Any Other Business) were strictly confidential and were contained in the part three minutes which would be on limited circulation on this occasion.	
19b	There were no papers which were considered confidential.	
20.	<u>DATE OF NEXT MEETING</u> The next FGB meeting would take place virtually at 6.30pm on <u>Thursday, 11th December 2025.</u> <ul style="list-style-type: none"> The next Finance Committee meeting would take place virtually on Thursday, 15th January 2026 at 6.30 pm. 	

The meeting closed at 7.20 pm.

Signed: _____
(Chair)

Date: _____

ACTION SUMMARY

ITEM	AGENDA ITEM	TO BE ACTIONED BY	ACTION
1.	2a	CC/KD/HL	To complete their annual declarations of business interests on GovernorHub.
2.	3b	Governance Professional	To carry over the SEN presentation/communities of schools update to the term two meeting.
3.	3b	HL	To send the HT his pen portrait for inclusion on the school's website. (Carried over)
4.	7	Governors	To confirm via GovernorHub that they agree to abide by the Code of Conduct 2025-26. (To be completed: CC, KD, HF, HL, SR) (To refresh their confirmation date: SC, NB and FR)
5.	8e	Governance Professional	To prepare and include the ToR as an agenda item for the 11 th December 2025 FGB meeting.
6.	9	CC/KD/HL	To complete their 'Keeping Children Safe in Education' (Sept. 2025) confirmations on GovernorHub.
7.	9	Remaining Governors	To refresh their safeguarding training by completing the NGA Learning Link module 'Essential Safeguarding for Governors & Trustees 2025/26'. (All governors except JC and JB)
8.	10	Governance Professional	To carry over the Annual Safeguarding Report to Governors to the 11 th December 2025 FGB meeting.
9.	12b/c	Governors	To arrange their term two monitoring visits with the HT at the earliest opportunity.
10.	12b/c	KD	To carry out a monitoring visit on wellbeing/the School Council in term three (Carried over).
11.	14c	Governance Professional	To include the ratification of the Pay policy within the agenda of the 11 th December 2025 meeting.
12.	15a	HF	To attend virtual Diocesan foundation governor training (Next event: 26 th January 2026 via Zoom.)

--	--	--	--