

P R E S E N T :-

Emma Postlethwaite (in the Chair)

Alex Benn, Luke Howard, Alison Hughes, Bethany Johnson, Helen Littlefield, Sam Parker, Rebecca Walker, Frances Ward and Pippa Williams.

Clerk to the Governing Board – Toni Massey

4128 APOLOGIES

An apology for absence was received from Barry Carpus.

4129 CONSENT FOR ABSENCE

RESOLVED: that consent be given to Barry Carpus for his absence from this meeting.

4130 CONFIRMATION OF ITEMS TO BE RAISED UNDER ANY OTHER URGENT BUSINESS

RESOLVED: that no items be raised under any other urgent business.

4131 DECLARATION OF INTERESTS

RESOLVED: that no declarations of interest were received against any item on the agenda.

4132 MEMBERSHIP

The Chair formally welcomed the new Parent Governor, Sam Parker, to the governing board. It was noted that there remained one parent governor vacancy, with an intention to seek expressions of interest ahead of September 2026. The Chair discussed succession planning for the role of Chair. It was noted that the current Co-Chair would be willing to continue in post until November, at which point the role would be opened to nominations. Governors were advised that opportunities for shadowing could be offered to support potential candidates, or Emma Postlethwaite would continue as Chair.

Governors reviewed the allocation of roles and responsibilities for the Governing Body. It was agreed that Sam would take on responsibility for Mathematics, with Frances stepping down from this role. Sam would also hold SEND related responsibilities and would work jointly with Barry on IT. Barry would also act as a link governor for Willow and Sam would be the link governor for Hawthorn's.

The Chair reminded the governors of their role as critical friends, providing strategic oversight rather than operational management, and offering appropriate support to staff. Governors were reminded that link governor visits were intended to support and understand provision alongside teachers, and not to review or evaluate teaching or individual staff members.

The Headteacher reported that significant and positive developments had been observed from a teaching and learning perspective. Governors noted that the

school was continuing to move in the right direction and welcomed the ongoing development and future direction of the school.

- RESOLVED:
- a) that governors were asked to consult the membership details held and update their details if any changes were to be made;
 - b) that governors acknowledged there was one Parent governor vacancy on the governing board;
 - c) that Emma Postlethwaite be appointed as a Co-opted governor for a four year term from 18 November 2025;
 - d) that Sam Parker be appointed as a Parent governor for a four year term from 13 February 2026;
 - e) that Alex Benn be elected as Educational Visits, Service Forces Representative and Pupil Premium governor;
 - f) that Barry Carpus be elected as an ICT governor;
 - g) that Bethany Johnson be elected as an English governor;
 - h) that Alison Hughes be elected as an Early Years Foundation Stage and Science governor;
 - i) that Sam Parker be elected as an ICT and Mathematics governor;
 - j) that Emma Postlethwaite be elected as an Art, Music and Personal, Social, Health and Education governor;
 - k) that Frances Ward be elected as a SEND and Safeguarding governor;
 - l) that Pippa Williams be elected as a Wellbeing and Mindfulness governor.

4133 **MINUTES**

RESOLVED: that the minutes of the meeting held on 18 November 2025 be confirmed and signed by the Chair with the following amendment:

Minute 4099 – School Development Plan

Amend to the name Debbie Michael (teacher) to Demi Michael.

4134 **MATTERS ARISING FROM THE MINUTES**

RESOLVED: that there were no matters arising from the minutes.

4135 **GOVERNOR ACTIONS**

RESOLVED: that all governor actions had been completed.

4136 **COMMITTEE MINUTES**

Health Safety and Welfare Committee held on 28 January 2026

A considerable amount of work was underway or planned across the site, with several projects progressing positively. Improvements to the boys' toilets were discussed, including plans for conversion to a wet room facility. Electric vehicle charging points were being installed, with eight charging ports provided at no cost to the school. Works were scheduled to take place over the Easter 2026 period, and contractors would be returning to site to complete outstanding work in conjunction with this installation.

It was reported that shared server provision was also being implemented as part of the wider infrastructure improvements.

A low fence near the kitchen area would be replaced with higher fencing to improve site security. In addition, fencing across the site had been increased, and it was reported that this had reduced issues relating to the main gate. The ongoing maintenance of the gate was discussed, and governors acknowledged that this would continue to incur costs for the school. Enhanced security measures, including the use of fob-controlled access alongside higher fencing, were noted as providing increased site safety.

Nursery provision was discussed, and it was noted that the existing nursery toilet was currently not in use. Additional nursery toilet provision was being explored, alongside consideration of pupil ratios and the placement of pupils within the provision.

It was reported that issues relating to flooding in the Ash classroom had been resolved. Improved drain maintenance had contributed to this improvement, and governors noted the positive impact of this work.

Curriculum Committee held on 4 February 2026

The meeting had been informative and that they had learned a great deal from staff about the breadth of activity taking place across the curriculum. It was agreed that the committee would benefit from meeting at least annually with a specific focus on reviewing curriculum developments and priorities.

- RESOLVED:
- a) that the minutes of the meeting of the Health Safety and Welfare Committee held on 28 January 2026 be received;
 - b) that the minutes of the meeting of the Curriculum Committee held on 4 February 2026 be received.

4137 **REPORT OF THE HEADTEACHER**

The report of the Headteacher was considered and the following highlighted:

The Headteacher highlighted the change in pupil numbers. It was reported that five pupils had moved out of the area due to changes in personal circumstances, including safeguarding considerations, which had impacted overall pupil numbers. The total number of pupils on roll was confirmed as 107. It was noted that there had been no new admissions since the previous meeting. The Chair advised that a review of the Published Admission Number (PAN) would be required and that this would be scheduled as a separate meeting. It was noted that this review would relate to the 2028/29 academic year and would take place later in the summer term 2026.

Overall attendance was satisfactory. It was reported that pupils who had recently left the school had moved prior to being removed from roll, and this had impacted attendance figures. Attendance continued to be promoted through newsletters and celebration certificates presented during assemblies, ensuring that parents were

kept informed. It was emphasised that the school took a balanced and sensitive approach, recognising that some pupils were unable to improve attendance due to circumstances beyond their control. Ofsted placed significant emphasis on attendance data and noted positively that the number of persistent absentees had halved since the autumn term 2025. This reduction was partly attributed to holidays taken during term time, with several pupils now having returned and expressing a desire to be back in school.

Challenge: Had there been any noticeable improvement in attendance since it had been promoted through newsletters and assemblies?

Response: It was reported that there had not yet been a noticeable impact. Attendance messaging had only featured in two newsletters and two assemblies to date, and that it was therefore too early to assess its effectiveness.

There had been no changes to teaching staffing since the previous meeting. It was reported that a new Administrative Assistant had started work on Thursday and Friday mornings. The appointment had brought good energy to the role and had already had a beneficial impact on organisation within the school. Three students had joined the school on placement, working in partnership with universities. It was noted that these placements supported both the students' university requirements and the school.

Challenge: Were the students on placement undertaking teaching responsibilities?

Response: The students followed a phased approach, beginning with approximately 50 percent teaching responsibility and gradually increasing to around 70 percent, in line with their placement requirements and levels of experience.

Jemma Bell (teaching Assistant) had recently completed Emotional Literacy Support Assistant (ELSA) training. This meant that the school was now able to offer pastoral support to pupils, responding to previous enquiries from parents regarding this provision. It was noted that early intervention was a priority, with support offered before concerns escalated from the Family Support Worker. The Family Support Worker would be available during parents evening to speak with parents regarding matters such as attendance, transitions, or any issues they wished to discuss.

RESOLVED: that the report of the Headteacher be received.

4138 **SCHOOL DEVELOPMENT PLAN 2025/2026**

The Headteacher reported progress across a number of curriculum areas. While some curriculum cycles had been previously interrupted, work was now underway to embed curriculum planning more securely and to demonstrate enrichment opportunities across subjects.

Parent survey results were not yet available but would be shared and discussed at the next meeting. The Headteacher discussed gathering pupil voice more formally and noted that consideration was being given to surveying all pupils to capture their views and experiences.

NOTE: Alex Benn joined the meeting at this point.

RESOLVED: that the School Development Plan 2025/2026 be received.

4139 **COLLECTIVE WORSHIP**

The Headteacher provided the annual update on Collective Worship, confirming that it was taking place regularly and in line with statutory requirements. The Headteacher noted a significant and positive impact on pupil behaviour, and it was agreed that Collective Worship was contributing well to the school's values and culture.

Monday assemblies took place in class and included activities such as Marvellous Me, during which pupils shared and talked about items they had brought in. On Tuesdays, the Headteacher led whole school singing assemblies. Pupil voice was encouraged through the inclusion of songs from different cultures, including unfamiliar songs, alongside revisiting songs pupils already knew. Wednesday and Thursday assemblies were themed, including national awareness days, values-based assemblies, and those focused on cultures and celebrations. Friday celebration assemblies recognised pupil achievement through certificates and verbal recognition. Teachers gave 'shout-outs' to highlight positive behaviours they had observed, particularly linked to respect and school values. The role of pupil leaders was highlighted, including environmental inspectors who monitored and ranked areas of the school. Lunchtime helpers were also reported to give 'shout-outs' to recognise positive behaviour. Governors were assured that all aspects of Collective Worship were appropriately monitored.

Challenge: Was the use of pupil helpers working effectively in practice?

Response: It was reported that the initiative had been very successful. Pupil helpers were providing valuable support to the school and benefited from being given clear roles and responsibilities, which had contributed positively to their engagement and sense of responsibility.

The Headteacher commented that School Ambassadors had been supporting the school by conducting tours for visitors. Pupils were reported to be enthusiastic and confident in carrying out this role. Recycling Champions were responsible for monitoring recycling points around the school and emptying recycling bins, supporting the school's environmental priorities. The Decorating Committee, involving pupils from Year 1 to Year 6, was working well and had shown a high level of enthusiasm. Participation in this group had increased and was noted to have doubled. Pupil Librarians were involved in shaping how the library was organised and presented, including contributing ideas about what they would like the library environment to look like.

RESOLVED: that the Collective Worship update be received.

4140 **BULLYING AND HARASSMENT POLICY**

RESOLVED: a) that the Bullying and Harassment Policy be approved and adopted;

b) that the Headteacher notify staff of the adoption of this scheme.

4141 **TEACHERS PAY POLICY**

RESOLVED: a) that the Teachers Pay Policy be approved and adopted;

b) that the Headteacher notify staff of the adoption of these policies.

4142 **INJURY ALLOWANCE SCHEME**

RESOLVED: that the Injury Allowance Scheme be declined.

4143 **TIME OFF FOR PUBLIC DUTIES POLICY**

- a) that the Time off for Public Duties Policy be approved and adopted;
- b) that the Headteacher notify staff of the adoption of these policies.

4144 **SCHOOL POLICIES**

RESOLVED: a) that the following school policies were approved and adopted:

- i. Anti-Bullying Policy September 2025;
- ii. Attendance Policy 2025-26;
- iii. Behaviour policy September 2025.

- b) that the Headteacher notify staff of the adoption of these policies.

4145 **SCHOOL WEBSITE COMPLIANCE**

The office staff and the Headteacher had worked hard to ensure the school website met statutory requirements. Some sections relating to governors had been updated, including the publication of governing board minutes. Governors discussed the need to update their profiles and biographies to ensure the information was current and compliant. It was agreed that governors would begin using SharePoint for storing and updating key documents, including their bio's.

There was ongoing work to improve the school website. Staff were reviewing and removing outdated information, including material from the Covid period. The initial focus was on updating the parent sections and class pages, the website had been quite document-heavy. To improve accessibility, many documents were being converted to PDF format, and photographs were being used where appropriate. Updates to the curriculum pages were also underway, with the intention of launching a refreshed and streamlined website in September 2026.

The school planned to carry out a parent communication survey to identify where families would logically expect to find key information. This would help ensure the website was user-friendly across different devices, including iPads.

RESOLVED: that a website compliance check would be completed.

4146 **GOVERNOR CODE OF CONDUCT**

Governors were provided with an updated version of the Governor Code of Conduct and the Clerk provided an overview of the changes that had been made.

RESOLVED: that the Governor Code of Conduct be adopted.

4147 **GOVERNOR VISITS**

NOTE: Luke Howard joined the meeting at this point.

The following governor visits had taken place:

Emma Postlethwaite and Alex Benn - Year 6 Drax workshop - verbal report - 5 December 2025

Governors gave feedback on the recent school trip. It was reported that the trip had gone well and that pupils had been highly interested and fully engaged throughout the visit.

Alison Hughes and Helen Littlefield - Nativity performances - verbal report - 9th and 10th December 2025

The pupils' enthusiasm was excellent, and their singing was described as brilliant. All pupils were fully engaged, and the performance was very well received by parents. Governors noted the highly positive comments from parents, who appreciated the effort that had gone into the event. Representatives from Bubwith Bunnies and Elloughton Playgroup were also in attendance, and they commented on how welcoming and friendly the school felt. Events like this helped to open the school to the wider community and supported positive, informal engagement, helping to break down barriers. The Headteacher also reported that the library setup was progressing well and would include a treehouse feature. Nursery pupils would be able to use the space once completed.

Emma Postlethwaite - Year 6 London trip - verbal report - 10 March 2026

It was reported that the visit to London had been a very long but highly successful day. Pupils thoroughly enjoyed the visit and were curious and engaged throughout. They visited the House of Lords, saw the Deputy Prime Minister, and observed proceedings in the House of Commons. Pupils understood only a small part of the parliamentary debates, but the experience prompted many thoughtful questions throughout the day. The group also visited the Science Museum, which the pupils loved. Members of the public made positive comments about the pupils' behaviour and attitude during the visit. Staff described it as the best trip of the year, with strong positive feedback from pupils, making the experience well worth undertaking. Pupils also witnessed protests and a police presence while in London, and staff explained that this formed part of the democratic process. Parents appreciated the regular updates sent throughout the day. The Headteacher recognised that it had been an exceptionally long day for staff and expressed their thanks for their hard work in making the trip such a success.

Alison Hughes and Helen Littlefield - Science Week attendance - verbal report – 9 March 2026

Science Week had been linked to a primary engineering programme that was offered free to the school. The initiative provided opportunities across the whole school, with pupils engaging in investigations and practical activities that required precision and problem-solving. It was reported that two groups of pupils from Key Stage 2 and Key Stage 1 had been selected to attend an event in June 2026 to showcase their inventions. These projects needed to be carefully designed and fully functional to be presented. Every class across the school had benefited from enrichment activities linked to science during the week. The Headteacher recorded thanks to Helen for her leadership of science, for organising the enrichment activities, and for coordinating the visit to Drax.

Frances Ward – Safeguarding and Maths visit - verbal report - 13 March 2026

During the Mathematics visit teaching and learning were observed across the wider curriculum, including examples of Mathematics being applied outside of the Maths lesson. The White Rose Maths scheme was being implemented consistently across the school and was well embedded. It was reported that the scheme supported staff by saving planning time and ensuring that all learning activities had a clear purpose. Times Tables Rock Stars had been reviewed and refreshed, with a renewed focus on reliability and engagement, helping to re-establish enthusiasm for its use. Staff were reported to have appropriate flexibility within the scheme, allowing them to

adapt lessons as needed. The effective use of iPads by teaching assistants was highlighted, particularly in supporting SEND pupils during targeted lessons.

RESOLVED: that the governor visit reports be received.

4148 GOVERNOR TRAINING AND DEVELOPMENT

A Governor noted that there were three people on the Freedom of Information (FOI) training and reported that the training had been informative and helpful. It was highlighted that FOI requests must be responded to within the required timescales and must not be ignored. The Headteacher highlighted that several FOI requests had been received from external businesses and organisations, including requests that were promotional or commercial in nature.

Governors were informed that the new administration staff member had completed GDPR training, which would support compliance in this area. It was agreed that where there was uncertainty or concern regarding FOI or information-sharing requests, advice could be sought from the local authority prior to responding.

RESOLVED: that all governors were provided with links to governor training on HERE for Schools and the NGA Learning Link.

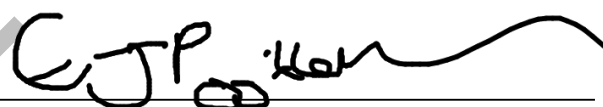
4149 REVIEW OF ACTIONS

RESOLVED: that the Review of Actions be confirmed and circulated to governors following the meeting.

4150 FUTURE MEETINGS

RESOLVED: that the next meeting be held on Tuesday 30 June 2026 at 6.30pm.

NOTE: Helen Littlefield left the meeting at this point.



Chair's Signature – 30 June 2026