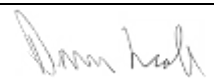




SHERSTON PRIMARY SCHOOL GOVERNING BODY

Minutes of the FGB Committee on 18th March 2026 at 6.03pm

13.5.26	 Chair of Governors
Date approved	Signed

The Full Governing Body meetings focus on fostering a collaborative and supportive learning environment in line with our school's visionary approach of Learning, Caring & Achieving Together. These minutes are a record of discussions on strategies to enhance collaborative learning experiences, reinforce a culture of care and inclusivity, and outline achievable goals that contribute to the collective success of our school community. This vision serves as a guiding principle for our governance, emphasising the importance of unity and cooperation in nurturing a positive and successful educational journey for all of our children.

Attendees: Tommy Towers (TT), Dominic Koole (DK), Camille Sowersby (CS), Neil Carpenter (NC), Alex St John Wright (ASJW), Anna Glassborow (AG), Heather Martin (HS), Ben Warnes (BW), Martin Smith (MS), Will Siddall (WS), Emel Lansdell (Notes)

Apologies: Nicola Atwell (NA), Ben Parkyn (BP)

Notes: -

Agenda Item	Who	Purpose	Circulated Documents	Action Points
1. Welcome, apologies a) Apologies from Ben Parkyn (BP) and Nicola Atwell (NA) b) Welcome to Will Siddall	DK			
2. Declaration of interest a) None to declare <i>Link to vision – caring together</i>	DK	To ensure there is no conflict of interest		
3. Minutes and matters arising from last meeting (11.2.26 – postponed from 4.2.26) a) Review actions from the last meeting i. Actions taken as in progress ii. Note: actions from T2 meeting taken as complete/ GDPR & Governor visit reports to be discussed this meeting b) Approval of minutes from the last meeting i. FGB approved. <i>Link to vision – caring together</i>	DK	Agree minutes	Minutes Circulated	
4. Governor Recruitment a) Appointment of new Governor (WS) i. Welcome to WS ii. DK gave background on the vacancy requirement for a Governor with	DK			

financial experience. Advertised through the school and in the community iii. WS was the only parent who nominated themselves iv. NC seconded WS appointment v. WS to join F&P. NC to continue to Chair until September vi. FGB approved vii. WS gave introduction to himself [REDACTED] <i>Link to vision – caring and achieving together</i>				
5. Ofsted Report and Response a) There was a discussion about Ofsted's draft report, actions taken and next steps [REDACTED] <i>Link to vision – learning, caring and achieving together</i>	DK/ TT/All	To update/ discuss		
6. HT Report a) Review records of bullying, discriminatory and prejudicial behaviour i. Bullying incident – has been resolved. TT noted it is not exclusive to school. TT highlighted the differences between bullying and alleged	TT	To update	Document to be circulated	

bullying, as well as there being acts of unkindness b) DK thanked TT for his report c) Highlights were discussed including the appointment of a new teacher [REDACTED] d) There has also been a change to a contract for a current member of staff [REDACTED] e))Class structures - A conversation was held around class structure - Impact of additional admissions was discussed ([REDACTED] pupils joining in April with a further [REDACTED] prospective pupils) - Different scenarios were considered - It was noted that pupils transferring often are not working at the expected standard and a true reflection of their performance is not communicated - Consideration is being taken for individual pupils and children with SEND. Consideration also given for impact on the Teacher/ support staff - Currently [REDACTED] class has approx. [REDACTED]% of pupils with SEND needs and this is impacting data - MS commented that the growth of the school goes against the current				
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trend of falling birth numbers reducing number of pupils on roll viii. Future growth of the school was discussed and how this related to the models presented. Currently option 2 allowed for a better spread of growth across the years ix. DK highlight that a selling point of the school was smaller class sizes but the school continues to grow. A single class per year is more appealing [REDACTED] However, DK and the FGB agreed that they have full trust that the SLT will do what has the best outcome for pupils x. TT also highlighted that staff welfare is important and does not want to create anxiety for teachers/ TA's/ parents/ pupils, especially those who have higher needs xi. TT confirmed that if there was a year group split e.g. [REDACTED] there would be separate classes for certain subjects e.g. maths and science. Consideration given about Key Stage groupings and potential challenges e.g. if upper/ lower key stages were mixed xii. TT raised the possibility of him becoming more involved in				
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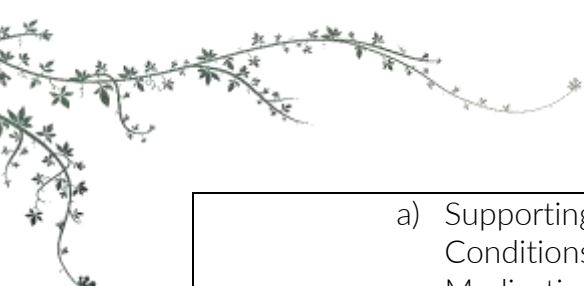
xiii. NC commented that [REDACTED] class would have 31 pupils in AY 2026/27 and would break PAN. TT confirmed this was possible due to a child with an EHCP remaining in [REDACTED] for another year xiv. BW asked what the new model would look like. TT noted there were lots of considerations: recruitment/ most appropriate year group splits. TT advised there was no set policy for creating a split year group, as the focus is on the individual child xv. EYFS was discussed [REDACTED] xvi. No further questions. <i>Link to vision: learning, caring and achieving together</i>				TT to look at new model for class structures for discussion at the next FGB (13/5/26)
7. Governor Visit Reports a) T&L visit (T4) i. This has already been discussed ii. No further questions [REDACTED] b) GDPR/ Sports premium visit (T3) i. Currently with the SBM to work through. BP and the SBM will discuss	HM/ ASJW/ NA/ BP	To review	Reports circulated	

this at the next visit to see how things are ii. TT concerned about [REDACTED] workload and suggested postponing this visit on 20/4/26. TT and AG shared the actions they had put in place to help [REDACTED] <i>Link to vision: learning, caring and achieving together</i>				CD/BP to rearrange next GDPR visit from 20.4.26
8. Key updates from F&P Committee (5.3.26) a) Budget update 2026/27 i. Update on the budget allocation for the new financial year/ timescales - Covered in HT report - NC noted that finances were looking good, better off than expected. New certificate arrived with some up/ down movement. Will look at in more details at next F&P meeting (28.4.26) ii. Starting to move away from [REDACTED] iii. SEND reforms were discussed and its impact. It is an area to monitor - TT attended a webinar on the white paper and the DfE are currently unable to say how funds for SEND will be calculated e.g. per pupil, or	NC	To update/ approve	Minutes circulated SFVS/ Laptop lease document circulated	

when it will be received, but a commitment is there. TT noted that the school decides who is on SEND register - CS also raised the challenge at high court for SEND consultation process b) School Financial Value Standard (SFVS) – completed to be approved and signed. - Pupil numbers discussed - NC and SBM reviewed and completed this. F&P approved - FGB Approved - DK to sign c) Laptop lease (discuss and approve) - NC/ DK gave some background around this, why the decision to lease was made and the process in arriving at the decision to go ahead with the second 2nd option () - FGB approved d) Solar Panels - NC informed the FGB that the Governor at Lea & Garsdon School came into to talk about solar panels - NC and CD looked at MS's report on solar panels and where the school got to previously - NC to meet with CD, look at feasibility study –consider what do we want and what is practical. MS				
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and [REDACTED] from Sustainable Sherston to be involved. Plan for an initial survey to be completed iv. WS to join the working group on solar panels. <i>Link to vision: learning, caring and achieving together</i>				
9. Safeguarding a) CS not been in since pre-Ofsted visit b) CS highlighted it was an area Ofsted were happy with c) No updates d) No online safety incidents. It was noted this is a short term e) TT continues weekly safeguarding discussions with staff. Constant open culture of safeguarding and challenge. <i>Link to vision: learning, caring and achieving together</i>	CS	To update		
10. Staffing matters a) Update on staff well-being i. Some aspects already covered ii. No questionnaire carried out as did not feel appropriate following on from recent Ofsted inspection iii. [REDACTED] workload concerns raised iv. Atmosphere is good v. The grade change lifted staff mood/ TT explained what was involved	AG/ CS/ TT	To update		

vi. Welfare of [REDACTED] teacher raised vii. DK asked if staff were recovering from Ofsted. TT said they were viii. AG noted how TT shields staff through and post Ofsted inspection ix. TT feels supported by Governors b) Review work/life balance of staff i. Covered c) Confirm timings for mid-year HT Performance review i. Scheduled Friday (20.3.26), but may postpone d) Recruitment update i. Discussed. <i>Link to vision: caring and achieving together</i>				
11. Policy/ Records Update Policies are to be taken as read for this meeting. Questions and issues should be raised before final sign off. Policies for January review: a) Subject Access Request (new policy) i. Postpone to next meeting due to BP absence. Policies for March review:	TT	To discuss/ approve		Review Subject Access Request policy at next FGB (13.5.26)




a) Supporting Pupils with Medical Conditions (aka Administering Medication Policy) ii. TT proposes that the school can administer Calpol/ pain relief. This will benefit the individual, make parents happier (child immediately helped, time commitments away from work to come into school) and minimises [REDACTED] workload. In terms of inclusivity, it should also improve attendance iii. FGB Agreed iv. AG advised it would be the same process as prescribed medication v. AG to communicate with parents vi. NC asked if it would be recorded on medical tracker. TT confirmed. b) Equality Information & Objectives vii. FGB Agreed c) New Allergy Statutory Guidance viii. Covered in HT report ix. Statutory training in September for staff x. Big H&S audit due April/ May. This will be raised then to obtain more information. d) BW noted a Link Governor position would be needed for this				
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e) BW also advised [REDACTED] has offered to help in this area, due to the nature of her work. The merits of having face to face training on key health matters was shared. FGB approved these policies. <i>Link to vision – caring and achieving together</i>				
12.GDPR a) Audit template i. Postpone due to BP being absent ii. TT noted it was work in progress. <i>Link to vision – caring and achieving together</i>	BP	To update		Review GDPR/ audit template at next FGB (13.5.26)
13.Equalities Duties and Governance – training update a) AG talked through the course she attended from Right Choice and how the Equalities Act impacts the school. She found it useful to hear from other schools and how they approach things. It also related to the website b) DK thanked AG for doing this training c) No further questions. <i>Link to vision – learning, caring and achieving together</i>	AG	To update		

14. Website Compliance a) Ensure updated Admissions policy is on the website by March i. A link is available to this b) Ensure the school has published information to demonstrate how they are complying with the Public Sector Equality Duty and include equalities objectives i. A link is available to this c) The new is website running. There was a soft launch due to Ofsted inspection timings. Compliant in this area i. AG/ TT informed the FGB that there was an incident where policies had dropped off the new website but these have been reuploaded ii. AG noted that compliance checks were previously done annually. AG to check if this is the same with the new website. <i>Link to vision – learning, caring and achieving together</i>	AG	To update		AG to check frequency of compliance checks for the website
	AOB - New Allergy Statutory Guidance - o Discussed – will review again in the future - Parent survey – AG - o TT noted a few changes to the survey where if a parent selects strong or strongly disagree then they need write a comment - allows for actions to be taken			

	○ An option is available to provide the year group/ name so a conversation can be had but aware of parent's right to anonymity ○ Removed option answer "not relevant" – option for "I don't know" remains ○ There was a small response () this time which is a lower sample. Possibly impacted as parents also recently completed a survey for Ofsted ▪ TT asked if the FGB wished for this to be done again as it is not a true reflection ▪ 100% parents recommend school ▪ NC commented that as it has been done twice, it did not need to be repeated and for it to take place in the next cycle. FGB agreed ○ Key points were that there was strong feedback with pupils feeling safe/happy ○ There was 1 comment about the SENDCo not having enough hours ○ It was noted that results had not been fully analysed yet. Action: see results at next meeting (13.5.26) ○ No further questions ○ DK thanked for everyone, especially as it was a very busy term for their time and commitment.			
	<table><tr><td>Start time. meeting 6.03pm</td><td>Finish Time. 7.38pm finish</td><td>Date and time of next 13/5/26 at 6pm</td></tr></table>	Start time. meeting 6.03pm	Finish Time. 7.38pm finish	Date and time of next 13/5/26 at 6pm
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