Minutes of the T5 meeting of the Full Governing Board of CHRIST CHURCH C OF E PRIMARY SCHOOL

Held on 15th May 2025 at 18:00 in person at the school.

Governor Attendance :

			T1	T2	T3	T4	T5	T6
Charlotte Withers (Chair)	CW	Parent	✓	✓	✓	✓	✓	
Mark Oldfield (Headteacher)	CJ	Head Teacher	✓	✓	✓	✓	✓	
Georgina Harford	GH	Foundation	✓	✓	**A**	✓	✓	
Chris Brown	CB	Foundation	✓					
Vikki Richardson (Deputy Headteacher)	VR	Staff	✓	✓	✓	✓	✓	
Rachel Keenan	RK	Parent	✓	✓	✓	✓	✓	
Elizabeth Quinn	EQ	Community	✓	✓	✓	✓	**A**	
Ruth Thrasher (Vice Chair)	RT	Community	✓	**A**	✓	✓	✓	
Jayne Coller	JC	Community	**X**	✓	✓	✓	**A**	
John Culley	JCu	Parent	✓	✓	✓	✓	✓	
Vacant		Community						
Vacant		Community						
Jennie Roberts	JR	Parent				✓	✓	
Rhys Walden	RW	Parent				✓	✓	
Vacant		LA						
Vacant		Staff						

✓ - in attendance **A** – apologies received **X** – not present

Also in attendance :

Chris Hills	CH	Clerk to the governing board

Meeting documents folder : FGB Term 5 - 15 May 2025

The Code of Conduct for Governors requires governors to be honest and open with regard to conflicts of interest (either real or perceived). Governors must not use their position for personal gain in business, political or social relationships. Therefore, a governor who has, or may be perceived to have, such a personal interest in a particular matter under consideration should declare that interest, withdraw from all discussions relating to it and take no part in any vote on such matter.

Items marked * are those in which a majority of Governors may have an interest because of some shared attribute. When considering these items, Governors should aim to achieve a balanced view, paying particular attention to the sources of information and advice, and remind themselves of their duties as governors and to act in the public interest.

These minutes reflect the flow of the meeting and may not necessarily follow the order of the agenda.

For reference :

Question/Challenge from governors.
Action

Item	
1.	**Welcome and Introductions:** The Chair welcomed governors to the meeting.
2. 2.1 2.2 2.3 2.4	**Procedural items:** **Apologies for absence** The apologies for absence noted above were accepted. **Confirmation of Quorum** The meeting was quorate. **Declarations of interest for this meeting** No pecuniary or personal interests were advised for any agenda item for this meeting. **Confidentiality Statement** The Chair reminded governors that : *All matters discussed during the meeting are confidential until the Minutes have been approved. Any items recorded in the Confidential Part II Minutes remain confidential after they have been approved.*
3.	**Any Other Business:** The following items were noted for AOB : • Date for social gathering. • Staff governor recruitment.
4.	**Minutes:** The Minutes of the previous meeting on held on 20th March 2025 were agreed as an accurate record and were approved. To be signed by the Chair.
5.	**Matters Arising from the Minutes:**

Actions arising from the meeting held on 20th March 2025:

Agenda Item	Action	Who	When
4	Approve confidential minutes via GovernorHub – clerk. Approved. Complete.	Clerk	After meeting
10	Chair to arrange working groups. Complete.	Chair	After meeting
12	Governors to consider attending SATS on 12th May. Complete.	All governors	12th May
12	RT to review SCR during next visit. Complete.	RT	Next visit
14	Chair to contact Mark Parsons about board positions, and approach Liz Gray regarding a trustee position. Agenda item. Complete.	Chair	Next meeting
14	Social gathering to be arranged on GovernorHub. Agenda item. Complete.	All governors	Next meeting

Outstanding items from previous meetings:

Meeting date	Action	Who	When
30.01.25	Update policy spreadsheet. TJ to confirm version on GH. Complete.	Clerk	Before next meeting
05.12.24	Cyber Security training to be completed in January by all governors. Ongoing. Certificates to be provided. New governors to complete. Links to be sent to new governors	TJ, All governors	Next meeting
14.03.24	Parent survey summary prepared by RK to be shared on GovernorHub. To be arranged towards the end of the summer term, based on the Ofsted satisfaction survey. JC and JCu volunteered to attend the parents evening on March 26th – nothing to report back. Complete.	CW	After meeting
14.03.24	Circulate skills audit forms to governors for completion over the summer. Form uploaded to GH (will also be emailed out) – governors to complete for next term. Summary for Term 2. Tbd (liaise with GH re NGA link). To be completed by 23rd May.TJ to circulate Google Form for Governor bios.	Clerk, TJ, all governors	T6 meeting

6. **Correspondence**

Nothing to report.

7. **HT Report including SDP update.**

The report had been made available for governors to review and to prepare questions in advance of the meeting.

The HT then summarised the main highlights from the report, noting the following :

Y6 SATS -

- The process well very well supported by governors.
- Children very well prepared as part of transition to secondary.

Lesson observation monitoring -

- Part way into formal lesson observation process. Report to follow at next meeting.
- Focus on celebrating strengths and where they can be shared to improve consistency and outcomes.
- Drives conversations about professional development.

SIAMS -

- Action plan is a work in progress.
- Focus areas for the plan have been identified following recent training.
- Targets are driven by what the school knows – what used to be done well that has slipped away.
- Pre-SIAMS visit from the Diocese will also feed into plan.
- Will be a working document until inspection takes place.
- Governors noted anxiety if questioned.
- Catherine Petters has identified specific targets –
    - Clarify confusion over reflection tables
    - Establish themes for class collective worship.
    - Agree a child-friendly version of the school vision
- Catherine will attend the FGB meeting in September (governors noted their anxiety about being involved in the inspection).

  Q – What is strategy for looking at the school vision?
  A – The SLT will decide whether this should be reviewed as part of INSET. Governors should also consider their own thoughts and be ready to discuss at the next FGB meeting. *(the vision statement is in the meeting folder).*

  Q – Can the school fail the SIAMS inspection? What is the consequence?
  A – There are only 2 judgements. The first confirms that the school is living up to its foundation as a church school, allowing adults and pupils to flourish. The second recognises that the school has strengths but also some issues to be addressed.

  Q – Is there an inspection framework?
  A – Yes. The HT will circulate.

  Q – What is the timeframe for changing the vision?
  A – The process should start in the summer. Values are already very entrenched within school, which is a good starting point.

The Chair added that following a meeting with Liz Townend she had contacted Paul Langham to expedite the appointment of a foundation governor. Ali Driver, Governance and School Support Officer, has also offered to meet with governors and do some preparation work for the inspection. Dates to be circulated and agreed for next term. Online training will also be available from September.

	Action - **Ofsted** The general consensus of opinion is that the new framework should be postponed for another year as no details have been announced yet. A new national curriculum is also expected. **SEND** The relationship with parents is key for early identification of needs to allow assessment and interventions to improve the journey for children. The cohort for next year is already looking different following SEND disclosures. **Q** – Does the SENDCo have enough capacity to cover this? **A** - The SENDCo is being very diligent, committed and professional in the role and is getting the work done, despite challenges presented by the LA. **Q** – Is Bristol worse than other LAs? **A** – It is improving since new senior leaders were installed. The board noted its thanks to the SENDCo. **Persistent Absenteeism.** A major underlying theme of persistent absenteeism is unauthorised holidays. A revised policy will be brought to the next meeting reflecting changes made to the Bristol model.
8.	**TLA Update.** In thew absence of the committee chair the DHT summarised the main discussion points and highlights from the last meeting, noting the following : • SATS discussion • SIAMS inspection noted. • Y5 trip to Kilve court. • Assessments for Y1, Y3, Y4 and Y5 for progress. • Y4 parents were invited to attend a meeting covering the multiplication checks due early in T6. Y4 pupils have already been prepared with both classes currently above last year's national average. • Although not formally required, Y2 are working on their booklets for assessment. • Y1 children have been reassessed, with interventions now in place. • EYFS – ongoing assessments. Parents to be invited in for transition preparation. • Attendance, staffing and marketing discussed. • PTA quiz night successful, with new payment process. • Y6 camp meeting taken place. Governors asked the DHT to pass on their thanks to Mrs Brown for the Beacon trip.
9.	**F&R Update including Health and Safety.**

	The new committee chair and the SBM summarised the main highlights from the last meeting, noting the following: • RK stepped down as interim committee chair. • JCu was voted in as committee chair. • RK was advising the school on a marketing plan. • CW agreed to be the H&S governor • A similar projected deficit of £75k was forecast, with £230k in reserves. • Forecasts were based on a flex model with 13 classes next year, then 12 and 13 in the following years. This is dependent on pupil numbers. • An £80k loss is forecast for next year due to the lag in funding. • Reception intake of 60 expected next year. • Fuller cohorts in the projections are based on the Ofsted rating and movement of children. • Staffing structure for next year being is reviewed. Details to be brought to T6 meeting along with the budget. • A Climate Action Plan is being is being developed. To be completed by the end of 2025. RW volunteered to be the link governor. • Following a recommendation from the internal, risk ill be reviewed and reported separately. • RK has spoken with the SBM and made some recommendations for the marketing plan. The school is looking at capacity within school to achieve the marketing objectives on a sustainable basis.
10.	**MAT Update and SWOT.** The board discussed the SAT/MAT summary and proposal document prepared by the Chair in advance of the meeting and circulated for governors for review. At the end of the discussion governors were asked to vote on whether the school should continue to pursue a MAT partner or remain as a SAT for the next 3 years. The board voted unanimously that the school should remain as a SAT for the next 3 years with the caveat that a change of direction might be needed if circumstances changed drastically in the intervening period. The details of the discussion were recorded separately under confidential minutes.
11.	**Policies.** There were no policies to ratify.
12.	**Governor activities and training attended.** Training attended as follows : • **CW** – LADO, Managing Grievances, Safeguarding Audits – What Every School and Trust Should Know. • **GH** – foundation training continues.

	It was noted that comments regarding poor communications from Bristol for governor training had been taken onboard and steps were being taken to improve the service. Activities completed as follows : • Attendance in school for SATS. The HT noted his thanks to those who attended.
13.	**Any Other Urgent Business (AOB):** **Staff Governor**. It was confirmed that teachers would be invited to future TLA meetings. Two teachers will be invited on a rolling basis to ensure fair representation, with clear direction given on the purpose of their attendance. **Social gathering.** RK will post some dates for the social gathering on GovernorHub.
14.	**To identify Items for Confidential PART II Minutes.** MAT updates.
15.	**Future FGB Meeting Dates** T6 – Thursday 10th July 2025 All meetings begin at 6pm.
	The meeting closed at 19:40

Minutes are signed digitally by the Chair on GovernorHub

Actions arising from this meeting :

Agenda Item	Action	Who	When
7	Governors should also consider their own thoughts on the school vision and be ready to discuss at the next FGB meeting. *(the vision statement is in the meeting folder).*	All governors	Next meeting
7	HT to circulate SIAMS inspection framework to governors.	MO	After meeting
13	RK will post some dates for the social gathering on GovernorHub.	RK	After meeting

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