



Please note: This meeting is open to the public. Meeting dates are published in the school newsletter and on the website. If you would like to attend, please notify the Clerk to the Governors.

FG25/26_43	Welcome and Introductions Apologies for absence Apologies received and approved for KK - meeting.	DECISION
FG25/26_44	Business/Pecuniary Interest Register All staff present declared interest in the partnership discussions.	
FG25/26_45	Vision – Where are we now? - Minutes of the last meeting 5th May and 28th May 2026 Minutes of the last meeting. Approved subject to the date of next meeting on Part Two minutes being amended. KW to amend. - Actions from the last meeting 5th May and 28th May 2026 FG25/26 27 - Little Wandle. FG25/26 28 – Governor Profiles. Governor vacancies – 2 x parent, 1 x co-opted. KW to send parent governor vacancy details to Tracy in the office. FG25/26 37 - Monitoring timetable. Safeguarding review. DBS JB. FG25/26 38 RAG rating of SSIP. SSIP will go on one drive once completed.	DECISION ACTION KW COMPLETED COMPLETED ACTION KW/TR COMPLETED ACTION JB/EB COMPLETED ACTION TB/LC/EB
FG25/26_46	Headteacher Report Q1. There is a big drop in data results from Autumn to Spring. Is that correct? (PE) A1. HT explained that the method of recording data changed between the 2 terms, which is the reason for the difference in data. Data was previously recorded on paper, but school have recently moved to Bromcom. (EB) EB reported that the school has refined and improved how assessments are managed. Assessments have been purchased and the data from the assessments has been input to Bromcom. The Autumn data was a trial, but the Spring data should be a more accurate reflection of assessment results. Q2. Is it where you would like it now? (PE) A2. Spring data is more accurate, but there are still teething problems with the system. Summer data is currently being input. (EB) Q3. Is there a benchmark? (PE)	CHALLENGE CHALLENGE CHALLENGE

Page 2 of 6



	Q14. Suspensions rose in the Autumn term and have then fallen. Has that continued across half terms? What is that down to? (LC) A14. The school has changed it's provision significantly, which has been the biggest impact. (NC) Q15. Regarding the marking review. What has school done since the ofsted report? (LC) A15. School has reviewed the marking policy and pupils' books. School still need to complete a full review. The feedback policy has been rewritten. (EB) When we reviewed, we were considering staff workload and immediate feedback for children during the lesson. Marking is completed during lesson time to minimise impact on staff. (NC) Q16. How well implemented is that across staff? (JB) A16. We have completed an informal review, but a formal review is needed. (NC) Q17. What is the regularity of looking at books? (JB) A17. We need to tie up a structured review process and we will do that. (EB) Q18. Can governors review marking against the policy during monitoring visits? (TB) A18. Yes, that would provide a productive challenge. (EB) Q19. Will feedback fall to class teachers? (PE) A19. Primarily teachers, but our HLTAs and TAs can also support children in class with feedback. (EB) Q20. How are we getting on with implementing recommendations from external reviews? (CP) A20. Recommendations will be taken on by key stage leaders. (EB) Q21. Is it worth governors coming back to reports early next year and review with the leads for each area? (CP) A21. Yes. (EB) Q22. Has there been any progress with Nursery staff lunch breaks? (TB) A22. This is in progress, but is contractual, so is ongoing. (EB) Q23. Have staff completed Little Wandle training? (TB) A23. Yes. It will also be part of new staff induction. (EB) Q24. Have we got many new staff joining? (CP) A24. Yes. New TAs have been undertaking training as they have joined. New staff starting in September are completing the training before they start. (EB)	CHALLENGE CHALLENGE CHALLENGE CHALLENGE CHALLENGE CHALLENGE CHALLENGE CHALLENGE CHALLENGE CHALLENGE CHALLENGE
FG25/26_47	<u>School Business Report</u> EB reported that she has received notice that the school will receive 12 days finance support from the LA. No finance report has been prepared for Governors. EB confirmed that she may be able to report on finance at the next meeting, following the LA support. EB reported that the school has moved staff around, resulting in a saving of approximately £80,000 from September 2026 to September 2027. KW to find data for EB regarding last deficit figures from KWR.	ACTION KW



TAVISTOCK PRIMARY & NURSERY SCHOOL

	RE confirmed Governors understanding that once the school has received the outstanding EHCP funding, that will improve the deficit. Therefore, a portion of the deficit is on paper.	
FG25/26_48	<u>Partnership Discussions</u> <u>The meeting moved to PART TWO.</u> <u>The meeting moved back to Part One.</u>	
FG25/26_49	<u>Governor Monitoring Update</u> The new monitoring timetable is available on OneDrive. Governors were asked to read and familiarise themselves with their allocated areas for monitoring. LC asked Governors to look at areas on the SSIP which link to their role. LC talked to Governors about his experience of carrying out monitoring visits. He recommended calling them learning visits, when contacting teachers, and to make it clear that governors are not assessing teaching. LC and TB offered their support on monitoring visits for new governors. JB recommended that all new documents produced should be reviewed to match current terminology. LC will review the documents and circulate to EB, TB and JB to check. LC will then circulate to all governors. KW to send NS's updated monitoring form to LC.	CHALLENGE ACTION LC ACTION KW
FG25/26_50	<u>Ofsted Readiness: Governing Board</u> LC reported that he is in the process of compiling a readiness report for governors, in preparation for the next Ofsted visit. He has used the school's latest Ofsted report, objectives for the school, and the governance handbook. LC will circulate once ready. The purpose of the readiness report is to be able to demonstrate evidence of governors' challenge of leadership. LC asked governors to form an Ofsted working group. Volunteers, CO, JB, CP. LC confirmed that the working party will pull information together, to present to the FGB. KW to send dates of next 'Ofsted readiness' training and book on governors who would like to attend.	ACTION LC DECISION ACTION CO/JB/CP/LC ACTION KW
FG25/26_51	<u>Safeguarding</u> Governors confirmed they have read the OMGs. Safeguarding Audit completed by JB. JB provided a verbal update, with recommendations. RECOMMENDATION: Key area for development is the single central record, which holds data for staff, previous staff, contractors, governors. This requires updating. EB confirmed that the update is nearly complete. RECOMMENDATION: That the school use 'Staff Safe', which is a platform to log notes regarding governors and staff. It is part of CPOMS, which the school currently uses. The system will prompt school when a DBS needs reviewing, etc. RECOMMENDATION: To use Staff Safe to records concerns about staff.	ACTION EB



	RECOMMENDATION: That the school don't have anyone else on site without a statement of reassurance. The school is currently using a padlock with a shared code for site access. This can be used by anyone. RECOMMENDATION: That the school have a case for applying for funding to improve security. RECOMMENDATION: Produce and display a set of posters to explain coloured lanyards. Attendance and tracking are not currently being stored. RECOMMENDATION: Use Bromcom to enable tracking. An Darras reported that there was no screen on the reception. RECOMMENDATION: Implement a 'Ready for Anything Policy' EB confirmed there is a policy in place, but a practice has not happened this year. EB to implement a practice. The school can't afford new fencing, but Governors agreed the school needs to risk assess the current fencing and get some quotes, to evidence whether a solution is affordable. Interim controls might be implemented. LC confirmed he has contacted the LA to ask for support. They are speaking to HR safeguarding who will get in touch to support EB. KW to add to agenda for next meeting. RECOMMENDATION: Sharing the risk assessment with LA, so that they are aware of the school's concerns. Large tyres. It has been reported to governors that the tyres have been seen piled high and a child was on the tyres, at an unsafe height. PE reported that he has received a comment from a parent about pupils, and children from outside the school, using the equipment in an unsafe way.	ACTION EB ACTION KW
FG25/26_51	<u>Policies</u> • Complaints Policy Update - Insert school name • Redeployment • Resolution • Disciplinary – y/n delegated responsibility to be selected as Y • Supporting Children with medical needs Q26. The policy refers to there needing to be someone in the school to make sure that any medicines are administered correctly. If any step breaks down, this should be reported. Have there been any issues? (PE) A26. No issues raised. (EB) Q27. Are there a sufficient number of trained staff to administer medication? (CP) A27. Medicines we are administering include ADHD meds, antibiotics, and medicines for one diabetic child. EB confirmed she is satisfied with what is in place. She reported that there is a new anaphylaxis policy which staff do need to be trained on. All policies were unanimously approved, subject to the two listed amendments. Proposed by TB, seconded by LC.	CHALLENGE CHALLENGE DECISION



TAVISTOCK PRIMARY & NURSERY SCHOOL

DATE OF NEXT FGB MEETING: Tuesday 14th July 2026, 6pm, Tavistock Primary and Nursery School

These minutes are agreed

*Without amendment / with the following amendments (*please delete as appropriate):

Signed:

Dated:

A list of acronyms can be found at <https://www.nga.org.uk/Glossary.aspx>