



TAVISTOCK PRIMARY & NURSERY SCHOOL

Minutes of the Full Governing Board (FGB) Meeting Tuesday 15th July 2025, 6pm, Tavistock Primary and Nursery School

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.

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| CHAired BY: Tim Bonney | TB | CLERKED BY: Kirsten Wake | KW |
| PRESENT: Tim Bonney (TB), Zoe Briant-Evans (ZBE), Emma Byrom (EB), Pat Dickinson (PD), Laura Handel (LH), Chrissie Owen (CO), Matt Page (MP), Josie Spooner (JS), Nicole Statton (NS), Kirsten Wake (KW), Karen Wright (KWR) | | | |
| APOLOGIES: Nicky Collett (NC), Pete Easton (PE) | | | |
| NIL HEARD FROM: None | | | |

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| FG24/25_76 | Welcome Apologies for absence Apologies approved for NC and PE. | DECISION |
| FG24/25_77 | <u>Zoe Briant-Evans, Governance Adviser (via Microsoft Teams)</u> Zoe gave a presentation detailing her experience of the co-Chair model. Advice included: Identify individual strengths for co-Chairs. Responsibilities can also be shared with the Vice Chair, such as meeting with the Headteacher, Headteacher Performance. Governance Services provide advice regarding all governance situations, through the paid for service which the school has subscribed to. Heads, Chairs and Clerks – A full days training is available to assist with Governors strategic thinking. Governors discussed the points Zoe raised. Governors were in agreement that the co-Chair model should be fully explored. Next meeting agenda item – “Discussion of role of Chair”, with a view to inviting Zoe to a subsequent meeting to hear her advice regarding the governing boards plans. ZBE left the meeting. | ACTION KW |
| FG24/25_78 | <u>Business/Pecuniary Interest Register</u> None declared. | |
| FG24/25_79 | <u>Vision – Where are we now?</u> <u>Minutes from the last meeting 10th June 2025</u> Minutes were unanimously approved, subject to one amendment – Section which includes ‘One member of staff’ wording, to be moved to part two minutes. <u>Actions from the last meeting 10th June 2025</u> Completed. <u>Governor Vacancies</u> Governors have received 3 expressions of interest. Contact details to be sent to KW. KW to organise meeting date with TB, for a tour of the school and discussion of the Governor role. | ACTION KW ACTION GOVS/KW/TB |



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| <p>FG24/25_80</p> | <p><u>Headteacher's Report</u></p> <p>LH provided data and a verbal report of Y6 SATs and Writing progress.</p> <p>Governors discussed: Phonics screen result, 73%, in line with previous year.</p> <p>Disruption caused by mixed R/Y1 class and teaching staff issues, contributed to lower than desired percentage.</p> <p>LH confirmed that the Little Wandle phonics scheme has been purchased and will be implemented across school in 2025/26.</p> <p>End of Year Attainment Foundation Stage – Prime areas of learning informs literacy and maths progress. Physical, Social and Emotional Development (PSED) is the area where pupils are not achieving. This has been identified as a focus for the Foundation Lead to look into for next year.</p> <p>The meeting moved to Part Two - Confidential.</p> <p>The meeting returned to Part One.</p> <p>JS reported that she had spoken to parents who were disappointed with communication. Governors discussed. LH agreed to send a letter to parents to inform them of the changes being made for 2025/26 which will have a positive impact on their children.</p> | <p>PART TWO</p> <p>CHALLENGE</p> <p>ACTION LH</p> |
| <p>FG24/25_81</p> | <p><u>Safeguarding</u></p> <p>One Minute Guides – Governors confirmed they have read One Minute Guides No 3 and No 5.</p> | |
| <p>FG24/25_82</p> | <p><u>School Dog</u></p> <p>EB gave a verbal report of her school dog. A risk assessment has been completed for the dog.</p> <p>Q1. What insurance is in place? (TB) A1. Business insurance is paid for by the HT. (EB)</p> <p>EB requested Governors approval to inform staff and parents about the introduction of a school dog. Governors approved.</p> <p>EB to send relevant paperwork to KWR, send a letter to staff, then send a letter to parents, prior to the end of term.</p> | <p>CHALLENGE</p> <p>DECISION</p> <p>ACTION EB</p> |

DATE OF NEXT FGB MEETING: Tuesday 23rd September 2025, 6pm, Tavistock Primary and Nursery School

These minutes are agreed on (DATE)

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

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