SPRING TERM 2026

MINUTES of the meeting of the Governors of East Claydon C of E School held at the School on 11 March 2026 at 7.00pm

PRESENT:	Mr N Abrams Mr G Avery (Headteacher) Mrs J Cannon Mr R Elvin Mr R Webster (Chair) Mrs K Wilcox	
IN ATTENDANCE:	Mrs K Richardson	Governance Professional
ABSENT:	Mr K Batchelor	
	Mrs H Prudhomme	Apologies received and accepted
	Mrs S Thomson	Apologies received and accepted

The Chair welcomed everyone to the meeting.

ACTION

1 NOTIFICATION OF ANY OTHER URGENT BUSINESS

It was agreed that the following items would be discussed under Any Other Urgent Business

- Pay - Confidential

2 DECLARATIONS OF INTEREST / LOYALTY IN RELATION TO ITEMS ON THIS AGENDA

There were no declarations of interest in items covered at this meeting.

3 MINUTES AND MATTERS ARISING

3.1 MINUTES

The Minutes of the meeting held on 21 January 2025, having been circulated, were confirmed as an accurate record, subject to any comments received by 7 days. The Chair would mark the minutes as signed on GovernorHub. **Chair**

3.2 MATTERS ARISING

There were no matters arising from the minutes.

ACTION

4 SAFEGUARDING

- There had been no changes to safeguarding.
- There is one pupil on a part time timetable.
- One pupil was not attending school and an EOTAS package is in the process of being agreed with the LA.
- The Safeguarding Governor had checked the Single Central Record and confirmed that it was up to date.

5 STRATEGIC MANAGEMENT AND GOVERNANCE

5.1 REPORT OF THE HEADTEACHER AND GOVERNORS' QUESTIONS

The Report of the Headteacher, having been circulated, was received by Governors. The following matters arose from a discussion and scrutiny of the report and information circulated:

- The school has received 31 applications for EYFS for September 2026. Of these 14 were first choice applications with 12 second choice and 5 third choice applications.
- Numbers of pupils with SEN needs continues to be high. Additional support would be put in place for Golden Eagles and Swallows from September 2026. A draft of the deployment of support staff for September 2026 has been shared with teachers.
- There are currently 2 spaces in EYFS and 1 space in Years 2 and 3.
- The website continues to be an area of focus. There are still some documents to be uploaded onto the website.
- Staff CPD had been completed focussing on challenge and extension. The impact of this training is now starting to be seen in lessons. Challenge stamps are being used in lessons. Monitoring is focussing on consistency.
- Attendance is currently 94.4% compared to 96% previously. Illness had significantly impacted on attendance. Persistent absence is 14%. This is largely due to illness and one due to medical.
- There has been no suspensions or exclusions.
- The health and safety actions from the audit continue to be a priority. A heating engineer, who had been sent from the Diocese, will help to address some of the current health and safety issues. Plans to install air conditioning and solar panels would help to resolve some of the current problems. It is hoped that these works would take place during the summer holidays.

- There has been no GDPR breaches and no data protection issues.
- Staffing – The Preschool Lead has resigned and would be leaving at Easter. The school has recruited a new experienced Preschool practitioner who would start after the May half term. Another member of school staff will work in Preschool for term 5.
- 1 Preschool practitioner is reducing their working days from 3 days to 1 day. The full-time apprentice would continue to work in Preschool.

Governors asked is Mrs Ganderton currently the EYFS Lead?

Not currently. The school is reviewing the staffing structure with the plan for the EYFS Lead to oversee Nursery and EYFS. The position would be advertised internally.

- The SEN White Paper and reforms have a strong focus on EYFS and foundational knowledge. The White Paper also includes schools joining strong MATs.
- The Headteacher's NPQEL is on track and due to be completed by November 2026. The Chair meets regularly to discuss progress.

Governors asked are you finding studying for your NPQEL beneficial?

Yes. It provides opportunities for reflection and further development. The Headteacher had also attended a 2-day event run by the Diocese.

5.2 SELF-EVALUATION FORM (SEF)

The SEF had been circulated. No changes had been made.

5.3 SCHOOL DEVELOPMENT PLAN (SDP)

The Headteacher / Chair of Committees reported on the progress that was being made towards achieving the objectives contained within the School Development Plan as follows:

- The SDP is on track for the priority re challenge and extension. Staff had completed CPD and monitoring has seen the development of opportunities for challenge and extension in the classroom.

ACTION

- The priority for the delivery of appropriate adaptations is not on track due to the focus being on challenge and extension. The school is looking at CPD for staff.
- The priority pupil leadership had not yet started. This priority would carry over into the academic year 2026/27.

5.4 VISION AND VALUES

- The Governing Board has set the vision of the school.
- Courageous - The Governing Board work well together as a team and have developed and become stronger over the last few years to help support the school in moving forward and further developing.
- Kind - Governors help support with wellbeing with Governor visits taking place regularly to monitor and support with wellbeing. Governors, as part of the leadership of the school, also try to support staff when appropriate.
- Joy – Governors enjoy visiting the school, talking to pupils as part of their Governor visits.

5.5 BUDGET MONITORING / FINANCIAL PLANNING

- Governors received the budget monitoring report.
- The school is forecasting a £25,000 deficit for the end of the financial year 2025/26.
- There had been a slight increase in the educational costs and overspend of £7,000 for learning resources.
- The highest cost to the budget is staffing.

Governors asked about the increase in E19 PE/sports?

The PE provision is being brought in house and therefore this would provide a cost saving. The school trip income is less than the expenditure. Some parents are not making the voluntary contributions for school trips. This is putting additional pressure on the budget. The residential had been paid for from last years budget with the income being received into this years budget. A summary of the trips would be circulated. Arbor will improve the financial process and procedures for trips. **Headteacher**

Governors asked can the school do anything to sort the issue with the cost of trips not being covered?

	ACTION
All trips need to be planned well in advance and not booked last minute. This will enable the school to inform parents well in advance of what the cost is and when the monies will be due.	
Governors asked does the Headteacher have to agree trips?	
Teachers should complete a form. All trips should be approved by the Headteacher and Governors.	
• Catering – The funding for UIFSM does not cover the cost of the meal supplied to pupils. The school will continue to make a loss for catering. • E27 – The school will no longer be paying for alternative provision. The school would look at applying for contingency funding to try and recover some of the costs. • A recharge of £52,000 had been made from the community budget to the main school budget. • The provisional budget for 2026/27 had been submitted to the LA by 27 February 2026. • Teacher pay rises had been factored into the budget. Less pupil premium and SEN funding is forecast for 2026/27. • The premises costs had slightly increased. • The Preschool had secured PIP (Professionals in Partnership) grant funding of £7,000. Currently there is no recharge from Preschool to the main school budget for after school club. The school would look at this.	**Headteacher** **Headteacher**
Governors asked do we need to benchmark Preschool fees?	
No. There are not many fee paying parents. The school has looked at expanding wrap around to Preschool pupils. However, this will require additional staffing. The school could look to try and secure a grant for the first year.	
• The Bursar is working hard to try and secure a grant for Forest School staff training and a grant to develop the Preschool garden. • The Resources Committee will meet to discuss the 3-year financial plan. • The budget continues to be challenging. Currently the school cannot set a balanced budget. • The SFVS had been completed and was approved by Governors. Actions needing completion include drafting an asset register for non ICT equipment. • A new bank account needed to be set up. • Benchmarking had been completed.	**Clerk: Resources Committee**

ACTION

- The door entry system platform, which has been in place for 3 years, is no longer supported. The school had a quote to upgrade the system for 5 years at a cost of £3,475 which includes a new unit. This would also increase functionality. The Chair had approved this expenditure under delegated powers.

5.6 SIAMS

- The briefing note on spirituality had been circulated on GovernorHub.
- The Spirituality Policy had been written. WOWs, OWs, NOWs will be part of the language used by the school community to evidence spirituality.
- The school expects to be on the list of schools who will receive a SIAMS inspection during the academic year 2026/27.
- The Diocese has arranged to visit next term to run a staff meeting.

5.7 ARRANGEMENTS FOR COMPLETION OF HEADTEACHER MID-YEAR REVIEW

This had been scheduled.

6 COMMITTEE MINUTES

6.1 RESOURCES COMMITTEE

The Resources Committee had not met. A meeting was scheduled for after the Easter break.

6.2 CURRICULUM COMMITTEE

The Curriculum Committee had not met.

6.3 HR RELATED PANELS / COMPLAINTS PANELS / PUPIL DISCIPLINE COMMITTEES

These Committees had not needed to meet.

7 DELEGATED REPORTS: GOVERNORS

7.1 REPORT OF THE CHAIR

		ACTION
	The Chair had taken the following action(s) under delegated powers: • Approved the new contract for the door entry system.	
7.2	**REPORT OF THE SAFEGUARDING GOVERNOR** • The Safeguarding Governor confirmed that the Single Central Record was up to date.	
7.3	**REPORT OF THE SEND GOVERNOR** The SEND Governor would arrange a visit for the summer term.	**SEN Governor** **Clerk: Agenda**
7.4	**OTHER GOVERNOR VISITS AND REPORTS** • ST – Year 5/6 Governor visit. Report has been circulated. A visit focusing on wellbeing would be scheduled for the summer term. • KW – A visit has been scheduled for Preschool/EYFS on 19 March 2026.	**ST** **Clerk: Agenda**
8	**OTHER MATTERS/NEW BUSINESS**	
8.1	**POLICIES** As part of the school's annual schedule, the following policies were presented and approved by the Governing Board: • Admissions Policy 2027/28 – had been approved at the last FGB meeting • Climate Action Plan • Collective Worship Policy • Leave of Absence Policy • Health and Attendance Policy	
9	**DATES AND TIMES OF FUTURE MEETINGS** The following dates and times of future meetings had previously been agreed: • 13 May 2026 at 7.00pm • 8 July 2026 at 7.00pm	**All Governors**
10	**ANY OTHER URGENT BUSINESS**	

		ACTION
10.1	**PAY – CONFIDENTIAL** See confidential minutes.	
11	**CONDUCT OF MEETING** Governors confirmed that the meeting was conducted in an open manner and that all governors were invited to participate and contribute to discussions. It was confirmed that all members of the Governing Board would have access to these minutes ***(with the exception of any Restricted Confidential Minutes)*****.**	

The meeting closed at 20.59pm.

Signed …… Date ……
CHAIR