**SUMMER TERM 2026**

**MINUTES** of the meeting of the Governors of East Claydon C of E School held at the School on 13 May 2026 at 7.00pm

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

Mr Abrams, who was chairing the meeting, welcomed everyone to the meeting.

| | | ACTION |
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| **1** | **NOTIFICATION OF ANY OTHER URGENT BUSINESS**<br><br>It was agreed that the following items would be discussed under Any Other Urgent Business<br><br>• Staffing | |
| **2** | **DECLARATIONS OF INTEREST / LOYALTY IN RELATION TO ITEMS ON THIS AGENDA**<br><br>There were no declarations of interest in items covered at this meeting. | |
| **3** | **MINUTES AND MATTERS ARISING** | |
| **3.1** | **MINUTES**<br><br>The Minutes of the meeting held on 11 March 2026, having been circulated, were confirmed as an accurate record. The Chair would mark the minutes as signed on GovernorHub | **Chair** |
| **3.2** | **MATTERS ARISING**<br><br>There were no matters arising from the minutes. | |

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| **4** | **SAFEGUARDING** | |
| | • There has been an increase in the number of parents who are demanding teachers time linked to pupils' behaviour. This is having an impact on staff wellbeing. A reminder would be sent out to parents re behaviour expectations and what the appropriate communication protocols are for parents to raise concerns.<br>• The Safeguarding Governors would arrange to check the SCR this term. | **Safeguarding Governor** |
| | **Governors asked whether the front area of the school could be used for staff parking?** | **Clerk: Agenda** |
| | The school could look at this. The gate has a key code and access onto the main road is quite dangerous and therefore it is not ideal. | |
| | • The Annual Safeguarding Report needs to be submitted to the LA at the beginning of the autumn term. The submission date has not yet been confirmed. | **Clerk: Agenda**<br>**Headteacher** |
| **5** | **STRATEGIC MANAGEMENT** | |
| **5.1** | **VERBAL REPORT OF THE HEADTEACHER AND GOVERNORS' QUESTIONS** | |
| | • The Headteacher gave his verbal update to Governors.<br>• There are currently 102 pupils on roll. One Year 6 pupil had left the school, just before the SATS tests.<br>• There are new pupils who have transferred into the school. These pupils have some form of SEN need.<br>• There had been no suspensions or exclusions.<br>• Attendance is currently 95%. There had been several bouts of long-term sickness and the attendance of EBSNA pupils has impacted on whole school attendance.<br>• 2 pupils are currently attending alternative provision for 1 day a week. The cost of this is £140 per day.<br>• Currently the school would self-assess itself against the Ofsted Framework for curriculum and inclusion as needs attention. This would be a priority for the SDP next year. Due to staff capacity this has had an impact on the capacity to further develop this area.<br>• There is a curriculum review which will be in place by 2028.<br>• Numbers for EYFS for September 2026 are currently 13. 12 of these pupils are joining from the school's Preschool. | |

| | ACTION |
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| • The school is expecting for 1 pupil with an EHCP to transfer into Year 3 from an infant school. The school has been offered further support from LA.<br>• The school has raised concerns with the Director of Children's Services at the LA re schools not having the resources and facilities to meet need.<br>• Numbers for Preschool for September 2026 are lower than previous years. Currently for September 2027 9 pupils are expected to transition from Preschool to EYFS. Another local school has opened up their Preschool to take 2 year olds.<br>• The Preschool Leader had left and the school had recruited, however they had subsequently decided to not take up the offer.<br>• A member of staff who is currently working as supply has been offered a permanent contract for 3 days a week.<br>• There will be 2 members of staff working in Preschool in September 2026. Covering lunchtimes is challenging and the school is looking at the options in how to resolve this. | |
| **Governors asked about the levels of staff sickness as the levels were high?**<br><br>The Headteacher would check this. | |
| • The school had changed over to a new assessment system which has been challenging. Additional training had been undertaken.<br>• The spring data had been circulated.<br>• All pupils are making progress with some pupils making accelerated progress. The data trends are positive.<br>• The reading data is showing the impact of the new approach to guided reading which takes place in small groups.<br>• Phonics is being used in Preschool and in EYFS which is having an impact.<br>• For Years 2 and 6 the reading attainment is strong. The numbers of pupils who are working at greater depth are increasing in Years 5 and 6.<br>• There had been a drop in the writing data for Year 5 for greater depth. 2 new pupils had joined the school, and this had impacted on the data.<br>• For maths there is less consistency in progress for Years 3, 4 and 5. The school would look at whether any changes needed to be made once the school has reviewed the summer data. | **Headteacher** |

**ACTION**

- Attainment data is broadly in line with national.
- There are some SEN pupils in Year 3 who made a good level of development in EYFS who are not making the expected progress. Year 3 is cohort with a high number of SEN pupils within it.
- The school's focus is on the curriculum and inclusion to support pupil progress.
- Year 6 are currently in the middle of SATS. The pupils have shown excellent resilience. The second SATS paper had been tricky. One pupil's location had been moved during a SATS test due to the noise coming from pupils playing in the playground. The pupil had had the full amount of time for the test. An email had been sent to inform the parents. The school does not have to notify the DfE.

**5.2 SCHOOL BUDGET 2025/26 - BUDGET MONITORING**

- The budget monitoring report was circulated and received by Governors.
- Last year the outturn for 2024/25 had been a deficit of £2,441 with an in-year deficit of £10,647. Therefore, the overall deficit had been £13,088.
- For 2025/26 the outturn was a deficit of £4,977 with an in-year surplus of £8,000.
- This was really positive and Governors thanked all staff who had been involved in the improvements that had been made to the budget.
- There had been a £52,000 misallocation for the payroll for Preschool. 2 Preschool staff had been paid from the school budget instead of from the Preschool budget.
- The school had received £6,000 in additional SEN funding and £5,000 in other grants.
- The school had received £3,600 from FOECS.
- There had been more funded hours with less unfunded hours being invoiced to parents.
- There had been £7,000 in additional cleaning costs due to the school now having 2 cleaners, to cover all of the cleaning.

**Governors asked have you noticed an increase in the quality of cleaning?**

Yes.

- The cost of alternative provision had increased E27, professional services.

- There had been £3,000 spent on additional equipment.
- The PIP funding which was in the main school budget would cover the overspend at Preschool.

**5.3 SCHOOL BUDGET 2026/27**

- Governors reviewed the budget for 2026/27.
- A balanced budget has been set with an end of year carry forward of £1,000, with an in-year surplus of £6,000.
- Some of the individual grants which had been awarded in previous years had now been included in the delegated school budget share.
- The school would receive £7,100 in inclusion mainstream funding.
- The school is expecting 1 pupil to secure an EHCP, which will increase funding.

**Governors asked will additional staffing capacity be needed to provide support for the pupil?**

The school may need to increase staff hours.

- Wrap around – The school received £5,500 of which £2,000 has been received in the new financial year.
- The school had secured a £3,00 grant for Forest School.
- The income for Preschool has been on predicted reduced pupil numbers.
- The risks to the budget include the cost of unknown building repairs, the impact of the White Paper and schools having to provide free Breakfast Clubs and falling pupil numbers. There may be some costs associated with the installation of the new heating system.
- FOECS had provided funding for the new line markings for the playground, which had cost £3,000.
- At quarter 2 the school will review the budget and draft a 3-year plan.
- **Governors approved the budget for 2026/27.**

**5.4 SIAMS**

- The Chair and Headteacher had attended a SIAMS presentation last week.
- The school is on the list to receive a SIAMS inspection next academic year 2026/27. The school will receive 5 days' notice of the inspection.

| | | ACTION |
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| | • The Headteacher would self-assess the school against the framework. Within the framework there are 7 areas of focus. The Headteacher and RE Lead are attending a SIAMS SEF workshop.<br>• The school had already completed a lot of work on the school's vision and values.<br>• There is some additional work which is needed for SIAMS for the school's website.<br>• Governor training would be arranged for SIAMS.<br>• Governor monitoring visits would be arranged for RE and collective worship. | **Clerk: Agenda Chair/ Headteacher** |
| **5.5** | **GOVERNANCE MATTERS/ SUBSCRIPTIONS**<br><br>This would be an agenda item for the Finance meeting, to agree what subscriptions were needed for the forthcoming year. These would include the subscriptions for GovernorHub, NGA and the Diocese. | |
| **6** | **COMMITTEE MINUTES** | |
| **6.1** | **HR RELATED PANELS / COMPLAINTS PANELS / PUPIL DISCIPLINE COMMITTEES**<br><br>These Committees had not needed to meet. | |
| **7** | **DELEGATED REPORTS: GOVERNORS** | |
| **7.1** | **CHAIR'S ACTIONS**<br><br>The Chair had not taken any action under emergency or delegated powers. | |
| **7.2** | **OTHER GOVERNOR REPORTS**<br><br>There were no other Governor reports. | |
| **8.1** | **ITEMS FOR ACTION** | |
| **8.1.1.** | **PERFORMANCE MANAGEMENT ARRANGEMENTS**<br><br>• Governors ***AGREED*** that Mr Abrams, Mrs Cannon and Mr Elvin and would be appointed as Performance Management Governors for the forthcoming year. An interim review for the Headteacher would be scheduled.<br>• The school would run a Parent Governor election. | **Chair**<br>**Clerk: Agenda**<br>**Headteacher** |

| | | ACTION |
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| **9** | **RECURRING ITEMS** | |
| **9.1** | **POLICIES** | |
| | No policies were presented for review and approval. | |
| **9.2** | **STATUTORY INFORMATION ON SCHOOL WEBSITES** | |
| | The school's website needed to be updated. | **Headteacher**<br>**Clerk: Agenda** |
| **10** | **DATES AND TIMES OF FUTURE MEETINGS** | |
| | The following dates and times of future meetings had previously been agreed:<br>• 8 July 2026 at 7.00pm | **All Governors** |
| **11** | **ANY OTHER URGENT BUSINESS** | |
| **11.1** | **STAFFING** | |
| | See confidential minutes. | |
| **12** | **EVALUATION OF THE MEETING** | |
| | Following a review of their contributions, Governors concluded that their discussions and actions had contributed to pupil outcomes and school development priorities in the following ways:<br>• Budget<br>• School data<br>• SDP priorities – inclusion and curriculum | |
| | Governors confirmed that the meeting had been 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 20.39pm.

Signed …… Date ……

CHAIR