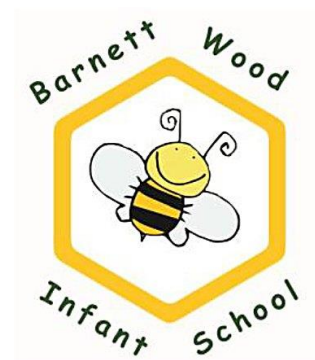


Barnett Wood Infant School

Minutes of the Full Governing Body Meeting and Strategy Day held on Monday 19th May 2025 at 09:00



Present

Marie Cast	MC
Guy Bailey (Chair)	GMB
Laura Bailey	LB
Sophie Bloxam	SB
Claire Brooke-Wilson	CBW
Anne Gibbard (Headteacher)	AG
Kelly Headon	KH
Beth Warren	BW

In Attendance

Sophie Bloxam (SB) (Associate Member)	Paul Tylor (PT) (Associate Member)
Lisa Murphy (LM) (School Business Manager)	Andrew Hughes (Clerk)

Advice given by governors at this school is incidental to their professional expertise and is not given in their professional capacity.

Governors will respect the confidence of those items of business which a governing body decides and not disclose what individual governors have said or how they have voted within a meeting.

Documents distributed in advance: Agenda, minutes of the last meeting, Final budget 2025/6, Action Register, Policies for review, Risk Register, Strategy 2023 -2028 document.

PART 1

#

Action
Agreed

1. Welcome and Apologies

Chair welcomed all to the third annual Strategy Meeting, noting that governors were now two years into their five year strategy plan. Today's meeting was to monitor progress and to build on the strategy.

GMB welcomed new Parent Governor Laura Bailey to her first governors' meeting. Apologies had been received and were **accepted** from Becky Clements. All other governors were present. The Clerk declared the meeting quorate.

2. Declarations of Interest

No governor declared a conflict of interest in any agenda item. All governors confirmed that their business and education interests on the Hub were up-to-date

3. Minutes of the last meeting

Governors **agreed** the minutes of the meetings held on 1st April 2025 as a true record to be signed by the Chair.

4. Matters Arising from the Minutes

Governors reviewed the action register and noted all actions were either retained or were on the agenda for this meeting, except:-

- Policies on GovernorHub needed to be updated
- A WhatsApp policy needed to be developed

5. Chairs Actions and Report

GMB advised that he had not needed to take any emergency actions since the last meeting.

Update
Action Reg

6. Constitution	<p>Governors noted the election of a new Parent Governor, Mrs Laura Bailey. She introduced herself as a first time governor who had prior experience working for the DfE. She would undertake Induction Training and was looking forward to contributing to the work of the Governing Body. AG said she would add LB to the National College list and GMB said he would arrange for a formal induction.</p>	AG/GMB arr. PA gov induction
7. Monitoring Visits	<p>GMB asked all governors to carry out their school monitoring visits. JS asked how often these should take place and GMB said each governor should visit one per half term. AG suggested that all should visit on the same day if possible and BW undertook to establish and publish suitable dates.</p> <p>JS noted the importance of visit reports when Ofsted visited and asked when the next Inspection might be; AG thought in 3 years time.</p>	All visit school and submit report BW pub schedule
8. Skills Audit	<p>BW reported on the results of the recent governors' skills audit; all areas were "green" but with some areas needing improvement. She noted needs in:-</p> <ul style="list-style-type: none"> • Evaluation skills • A need to understand governors roles, especially towards operational matters • Leadership & motivation skills • Training <p>She noted that training in SEND, Inclusion and Finance were particularly needed and governors added Pupil Exclusion training. AG suggested they read the school's Exclusion Policy. They noted that governors were busy people and had limits on the time they could apply to training.</p>	All undertake training appropriate to their role
9. Policies	<p>Governors reviewed and approved the following policies that had been uploaded to the Hub:-</p> <p><u>First Aid Policy</u> This had been reviewed by JS & PT. GMB applauded the increasing number of qualified pediatric first aiders now available.</p> <p><u>Behaviour Policy</u> This had been reviewed by CBW & KH. AG confirmed that staff received Positive Touch training in school.</p> <p><u>Staff Disciplinary Policy</u> This had been reviewed by GMB .</p> <p><u>Early Career Teachers (ECT) Policy</u> AG explained that with the imminent retirement of a long serving teacher an ECT had been employed and she outlined the processes the school would use to train her.</p> <p>LB Flagged that the policy might need to be updated from proposed changes surrounding ECT development later in the year.</p> <p>Governors noted the non-statutory policies drafted for and by the school that were available to read on the Hub.</p>	AG update pols LB / AG to confirm if update required.
10. Strategic Planning Session	<p>All confirmed that they had read the current strategy documents that were available on GovernorHub. GMB proposed that the meeting should aim to assess where they were in the 4 strategic themes in their Plan, assess any risks and look for a way forward.</p> <p><u>THE NUMBER ONE SCHOOL OF CHOICE</u> Governors noted that at the end of the first year of their Plan the number of First Choice applicants had exceeded the target set, in the second year it had not. This could be put</p>	

down to a low local birth rate and had the advantage that class sizes were now low, but was a risk to the school's future plans. For September 2025 50 offers had been made and 47 accepted. AG was actively assessing the reasons for not choosing Barnett Wood as first choice from those parents who had opted as 2nd choice.

AG noted that the school's KS1 results were above National, County and local schools and similar to nearby Independent schools. GMB noted that Parent View before the last Ofsted had been very positive, albeit with some improvement areas around communication on bullying incidents. AG has further actioned this with targeted feedback from parents affected.

Accountability

JS noted that current data showed a continuing low birth rate locally and that it would be wrong to assume that the PAN (52) will be full each year going forward. CBW asked about comparisons with local schools and AG noted that only one was full this year with all others having unfilled spaces..

Governors noted the positives Barnett Wood offered – PT said the community spirit, AG the benefit of transition experience, GMB the chance of total wrap around care in future.

Support

Governors made suggestions - MC noted it would be helpful to have current or past parents at new parents meeting, CBW said The Pre-School could become involved, JS said parents could be offered assurances about KS2 places, and all noted publicity ideas.

SB undertook to compose an appropriate article for the school web site.

AG noted a "Walking Bus" would be a good idea and governors discussed the pros and cons but came to no conclusions. AG will investigate and develop this offering further if it is practicable to implement.

GMB summed up by noting that all foreseen risks were captured on the Strategic risk register. The above actions to control will be further explored by AG.

SUSTAINABLE AND RESILIENT

AG reported that the budget for 2025/26 was balanced, albeit with the help of Community Focussed funding. LM added that most schools now relied on such funding, which for Barnett Wood amounted to c£59k in 2025/26. GMB warned that losing just one pupil at Census time would cost the school about £5k a year, so the school needs to be mindful (of this potential adverse impact) when evaluating alternative sources of revenue, especially when asking for voluntary contributions.

Support

Accountability

Governors noted that voluntary donations were normal in very many local schools and they discussed the impact of introducing this on Barnett Wood. CBW noted it would be helpful if the school had a mechanism for allowing (but not promoting) voluntary giving.

LB asked if the Swimming Pool could become a profit centre and governors discussed how this could be achieved and to explore community funding when and where available especially linked to local proposed developments.

GMB noted that there was little chance of the school's PAN being changed soon; he noted the current risk situation :-

- The budget risks had lessened with a 3 year balanced budget
- SB was working on Partnerships so this risk is likely to reduce
- The pupil numbers risk was heightened due to the local birth rate JS proposed that as the risk of falling birthrate and failing to attract enough learners was now happening the likelihood should be increased – GMB updated the risk register to reflect a now higher probability
- Other risk remained low.

A BRIGHT FUTURE FOR ALL

GMB advised that the aim to provide a reliable pathway to the next education stage was currently amber, and the staff progression/ CPD path was green.

JS form
Working
Party

AG noted career progression limits in such a small school and LB drew attention to the

need for this on staff retention. BW noted that Academisation opened up opportunities for staff progression.

JS noted the need for governors to understand Academisation as it could affect this school, and governors **agreed** to appoint a Working Party to establish Barnett Wood's position on this matter. They asked JS to lead a group consisting of himself, LB and BW, with input from AG and GMB if needed. They asked them to report Terms of Reference to the July FGB meeting, with a first report to the Autumn 1 meeting.

GMB summarised the risks to this strategy item as all under control.

A CULTURE OF CONTINUOUS IMPROVEMENT

GMB advised that all items in this strategy item, including safeguarding, were under control, except for Local Partnerships, where SB was working hard on the matter.

Governors noted issues with staff wellbeing and AG noted her own increased work load during the Assistant Headteacher's maternity leave; this was adversely affecting her work/life balance. She noted that she would like to ask governors to work a 9 day fortnight once the Assistant Head returned to work.

Support

Governors discussed flexible working and work life balance and LB noted support and help that was available to establish a policy. Governors acknowledged that all flexible working requests need to be evaluated in line with the current legislation and GMB said that following a written request by AG, due process would be followed to establish if / how the school could support this request.

BW noted that governors were here to help in any way that they could and AG thanked her for that.

11. Any Other Business

No other business had been notified

12. Dates of Next Meetings

Summer 2 - Tuesday 8th July 2025

Proposed Dates for 2025/26

NB THESE ARE MON OR TUES CLOSEST TO LAST 2 YEARS DATES

Autumn 1 Monday 22 September 2025

Autumn 2 Tuesday 9th December 2025

Spring 1 Monday 9th February 2026

Spring 2 Tuesday 31st March 2026 - we finish on 27th March, so will have to be 24th March

Summer 1 Monday 18th May 2026

Summer 2 Monday 6th July 2026

There was no Part 2 business. The meeting ended at 12:30

Signed.....

Date.....

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