



'A cord of three strands is not easily broken.' Ecclesiastes 4:12  
 Inspiring a love of learning through the bonds of **family, faith and friendship.**

# Folksworth Church of England Primary School

## Full Governing Body Meeting Thursday 23<sup>rd</sup> April 2026 at 7.00pm

### Minutes

**KEY:** Governor Challenge Governor Approval

**Present**

M. Norbury (Headteacher), C. Kirk (Chair), R. Duncan, D. Quinn, J. Walters, G. Jessop, C. Armstrong and C. Naylor

**Also Present**

J. Harris (Clerk)

**Not Present**

A. Pickstone

No	Agenda Item
1	<b>Opening Prayer</b> The Chair led an opening prayer which related to safeguarding training.
2	<b>Welcome and Apologies</b> The Chair welcomed everyone to the meeting. No apologies had been received.
3	<b>Safeguarding Training for Governors</b> The Headteacher shared a PowerPoint presentation which had been used to support annual safeguarding training for staff. The presentation had been provided by the Local Authority. The Headteacher went through the slides and provided more information where necessary. The main areas of discussion included the following:- <ul style="list-style-type: none"> <li>The main changes to keeping children safe in education guidance 2025 related to online safety and artificial intelligence to include risks from misinformation and disinformation, terminology as some language had been updated, alternative provision to ensure this meets the same high safeguarding standards as schools and relationships, sex and health education and gender as this had been updated and included advice on gender questioning.</li> <li>Governors were made aware that a tool was used to determine if a pupils behaviour etc. was age appropriate or if it was possible that it was a sign of sexual abuse. <span style="background-color: cyan;">A governor asked if this might come out in writing or art work</span> and it was agreed that it might.</li> <li><span style="background-color: cyan;">A governor asked how staff reacted to a pupil making a disclosure.</span> The Headteacher advised that staff would thank the pupil for sharing something that must have been scary. <span style="background-color: cyan;">The governor asked how staff managed a disclosure made in front of others.</span> The Headteacher</li> </ul>

	<p>advised that staff would thank the pupil and then speak to them separately. A governor asked if the Headteacher followed up with pupils after seeing a log of concern following a disclosure. The Headteacher explained that staff told pupils that they would tell the Headteacher. She would see how the school could help unless there was enough information to make a referral. A governor asked if it was logged when a parent refused to give permission for a referral and this was confirmed by the Headteacher. A governor asked if a concern followed a pupil throughout their education. The Headteacher explained that she wouldn't share issues relating to friendships but would share all safeguarding concerns with their next school. A governor asked if the Headteacher was able to delete logs. The Headteacher explained that they still would show on the system if they were deleted or had been edited. The Headteacher confirmed that she was the only member of staff who was able to make any changes to logs. A governor asked about other pupil's names included in logs. The Headteacher explained that logs would only be shared confidentially or with other names redacted.</p> <ul style="list-style-type: none"> <li>• A short video was shared which related to social media.</li> </ul> <p>Governors thanked the Headteacher for sharing safeguarding training updates with governors. Governors appreciated that safeguarding was a big responsibility and asked about support. The Headteacher advised that she could seek advice from the Local Authority but the staff team was supportive.</p>
4	<p><b>Declarations of Interest</b> There were no declarations of interest.</p>
5	<p><b>Agree minutes of the last meetings held on the 5<sup>th</sup> February and 5<sup>th</sup> March 2026</b> A copy of the minutes from the meetings held in February, which were confidential, and March had been shared prior to the meeting. Governors were happy to agree the minutes as a true record.</p>
6	<p><b>Matters Arising from the Minutes of the Last Meeting</b></p> <ul style="list-style-type: none"> <li>• The Clerk had uploaded the agreed minutes from the December meeting to the folders on Teams and Governor Hub.</li> <li>• R. Duncan had completed a report for a remote visit.</li> <li>• G. Jessop was to complete a report for a visit with the Religious Education Lead.</li> <li>• C. Naylor was to complete a 'learning through nature' visit.</li> <li>• J. Walters had completed a safeguarding visit and there had been no concerns.</li> <li>• A governor asked for an update on concerns relating to filtering. The Headteacher advised that it was better, pupil security was improved but she was receiving email notifications for searches for partial words that were not always inappropriate.</li> <li>• The Chair advised that she had recently completed an early years foundation stage visit and she had sent a report to the Parochial Church Council. A copy of the report had been uploaded to the general folder on Teams.</li> <li>• The Clerk confirmed that she had forwarded training reports for the spring term to the Local Authority.</li> <li>• Staff wellbeing had been included in the Headteacher's report.</li> <li>• Pupil progress for the spring term had been added to the School Improvement Plan, which had been shared prior to the meeting.</li> <li>• The Chair thanked C. Naylor for typing up the minutes from the extraordinary meeting held in March to explore academisation.</li> </ul>

	<ul style="list-style-type: none"> <li>The Headteacher confirmed that she had emailed ACT with an update and they had thanked governors for engaging with the trust.</li> </ul>
7	<p><b>Headteacher's Report</b></p> <p>A report from the Headteacher had been shared prior to the meeting. The Headteacher advised that 16 places had been allocated for the September Reception class. This number was likely to increase to 19 and the budget had been based on this higher number. A governor asked if the school was aware of any new pupils with special educational needs. The Headteacher confirmed that she was aware of 1 pupil who would be joining the school in September and meetings had been arranged for the Reception teacher to attend.</p> <p>Governors discussed staffing for 2026/27 and continuing professional development. A governor asked if it helped teaching staff manage behaviour if they observed other classes and this was confirmed.</p> <p>It was agreed that 19 pupils joining the Reception class in September was good taking into account that a local school was opening a Reception class from September.</p> <p>A governor asked about the role of energy monitors and it was explained that currently they were responsible for turning off lights and checking that taps had been turned off.</p> <p>A governor asked about recording highlights and the impact of the residential trip and leavers service. The Chair agreed to explore pupil voice.</p> <p><b>School Improvement Plan</b></p> <p>A copy of the updated school improvement plan had been shared prior to the meeting.</p>
8	<p><b>Resources</b></p> <p><b>Budget for 2025/26</b></p> <p>A copy of a budget vs actual report for March 2026 had been shared prior to the meeting. A governor asked about the reasons for the school ending the year in a better position than predicted. The Headteacher explained that this was due to energy bills being lower than expected. A governor asked about teaching staff pay variances and it was explained that the Local Authority was looking at issues with calculations.</p> <p><b>Budget for 2026/27</b></p> <p>Prior to the meeting two proposed budgets had been shared. The Headteacher went through the second version and explained that with careful budgeting she had managed to avoid setting a deficit budget for year 1. In year 2 increased pupil numbers would attract more funding, the school was expecting funding for an education health and care plan and a special educational needs grant. The Headteacher would need to closely monitor spends in year 1.</p> <p>A governor expressed concern about a lower budget for staff training in year 1. The Headteacher explained that staff had received lots of training in 2025/26 so there was less need in 2026/27. Staff would also be able to explore alternatives and free training. It was agreed that some training might be available at no cost through local multi-academy trusts.</p> <p>Governors thanked the Headteacher and Finance Manager for all their hard work in setting the budget.</p> <p>The Chair was aware that increased pupil numbers would not have a positive impact on funding until year 2 onwards. Increased pupil numbers might require a review of the staffing structure in the future. There may also be an increase in pupil numbers for the breakfast club and stay and play provision.</p> <p>A governor asked if funding for Headteacher performance management reviews had been budget for and this was confirmed.</p>

	<p>A governor asked about reduced other occupational costs and the Headteacher explained that none of the fire extinguishers needed replacing in year 1.</p> <p>Governors were made aware of savings made due to reduced support staff employer pension contributions. The school had allowed for a pay increase of 2.5% for teaching staff and 3% for support staff. If pay increases were higher than this it was hoped that schools would receive a grant to cover the differences. The budget for year 1 had been based upon 84 pupils and year 2 on increased numbers.</p> <p>Governors were aware that teaching costs were higher but this was driven by quality first teaching and the School Improvement Plan.</p> <p>Governors were reminded that R. Duncan reviewed the budget on a monthly basis.</p> <p>Governors were happy to approve version two of the proposed budget.</p>
9	<p><b>Policy Review</b></p> <p>Copies of all policies had been shared prior to the meeting.</p> <p><b>Behaviour</b></p> <p>The Headteacher explained that the budget had been updated in-line with restraint guidance.</p> <p><b>Cyber Incident Response Plan</b></p> <p>The Headteacher explained that it was considered good practice to have a plan and this was based upon a model from the I.T. Service.</p> <p>A governor asked if moving to the Meridian Trust for I.T. would require the school to have some new policies. The Headteacher explained that the school would still have support from the I.T. Service.</p> <p><b>Relationships and Sex Education</b></p> <p>The Headteacher explained that the policy was based upon an updated model.</p> <p>Governors were happy to approve the three policies.</p>
10	<p><b>Standards and Ethos</b></p> <p>It was agreed that governors would view class books after the meeting had ended. The Headteacher explained that each class had a big book for Personal, Social, Health and Economic (PSHE) education and Religious Education and World Views. The Headteacher was mindful that pupil knowledge should be in books as this had been picked up by Ofsted during their last inspection as an area for development. The books showed learning ideas from all pupils and these could be photos and pictures. The books could be used as a prompt at the end of learning but were still a work in progress. The Headteacher advised that she had completed training for the Difference Programme, this included racial identity, and pupils appreciated each other's differences and celebrated their own. This was currently being delivered and a school big book was being created to show the learning from this.</p>
11	<p><b>Any Other Business</b></p> <p>There was no other business.</p>
12	<p><b>Date of Next Meeting</b></p> <p>Thursday 14<sup>th</sup> May 2026 at 7.00pm (Virtual)</p>
The meeting ended at 9.06pm.	

<b>SUMMARY OF ACTIONS</b>	
<b>No</b>	<b>Action</b>
<b>6</b>	G. Jessop was to complete a report for a visit with the Religious Education Lead.
	C. Naylor was to complete a 'learning through nature' visit.
<b>7</b>	The Chair agreed to explore pupil voice relating to highlights and the impact of residential trips and the leavers service.