

FULL GOVERNING BODY MEETING	
Agenda ☐	
Minutes ☒	
Date	30 th June 2025
Venue	Microsoft Teams starting at 5pm

Please read papers in advance of the meeting ready to discuss and ask questions

AGENDA ITEM 1083	Welcome and Apologies for absence		
Notes	GOVERNOR	REASON	ACCEPTABLE
	Traci Good	Resignation	Yes ☒ No ☐

GOVERNOR	ROLE	IN ATTENDANCE
Gemma Watts	Chair	☒
Trish Turner	Head Teacher	☒
Chloe Lawrence	Staff Governor	☒
Michelle Farr	LA Governor	☒
John Roberts	Co-opted Governor	☒
Ellen Atkinson	Co-opted Governor	☒
Traci Good	Vice Chair	☐
Fern Mee	Parent Governor	☒
Kimberley Maycock	Clerk	☒

AGENDA ITEM 1084	Declaration of any pecuniary and/or personal interest to any agenda items
Discussion:	None received

AGENDA ITEM 1085	Declarations of AOB
Discussion:	Traci Good has resigned from the GB with immediate effect due to work commitments. GW asked the GB if they would be happy to contribute to a small collection to send flowers as a good well gesture. All governors agreed they would be happy to contribute. GW to share bank details for small contribution.

AGENDA ITEM 1086	Minutes of the Full Governors meeting 16 th June 2025
Notes:	Please click HERE for a copy of the Full minutes from 16 th June 2025
Discussion:	Signed as a true and accurate record of the meeting.

AGENDA ITEM 1087 **Agreeing the Governing Body Structure**

Notes:

SLT	Areas	Governor
Mick/Sophie Power	Child Protection/Safeguarding	Gemma to cover in the interim
Victoria Chandler	Looked after Children	Gemma Watts
Janine Rivers	Anti-Bullying and Behaviour and Attitude	Gemma Watts
Natalie/Emma Dove	Premises/ H&S	Chloe Lawrence
Natalie	Finance	John Roberts
Dave	GDPR	Michelle Farr
Josie Jeffries	Pupil premium	John Roberts
Tim- Curriculum overview Maxine - literacy Maxine -Maths Chris- Informal Marie- Semi-formal Christina- communication Chloe Lawrence – Good Health Sarah Preece- RSHE Victoria - PHSE Martha -Independent Living	Teaching and Learning	Michelle Farr Fern Mee
Victoria	OPAL	Gemma Watts Ellen Atkinson
Sophie Power	Healthcare	Chloe Lawrence
Sophie Evitts Sophie Dove	Wellbeing and mental health	Ellen Atkinson
Sophie Evitts	Post 16	Ellen Atkinson
Sophie Evitts -PD overview Helen/ Sophie Evitts -careers	Personal Development	Ellen Atkinson

Janine Rivers -SMSC Sophie Power -Pupil wellbeing/ community Lauren/Tim Barker - Pupil voice		
Trish/Kim	Governor training	Kim/Trish
Trish	Leadership and Management	Gemma Watts
Natalie	Building's Projects	Chloe Lawrence

Resources (blue), Education (green).

Role	Panel member
Chair of Governors	Gemma Watts
Vice Chair	Vacancy
HT Performance management	Ellen Atkinson, Michelle Farr and an external advisor
Complaints and grievances panel	Fern Mee and Michelle Farr
Staff discipline and dismissal panel	(Trish if not part of the investigation) Ellen Atkinson and Michelle Farr
Staff discipline and dismissal appeals panel	Gemma Watts, John Roberts and Vacancy
Exclusions	Fern Mee and Ellen Atkinson
Pay Committees	All Governors as part of the Confidential Agenda

Discussion:

GW – Following the resignation of TG this leaves a vice chair vacancy and a vacancy as Safeguarding lead, GW agreed to fill the safeguarding vacancy in the interim to support the school.

GW to share description of the role will be shared for volunteers.

KM to share a governor recruitment campaign via the weekly school bulletin and school website.

GB to reach out to friends and colleagues to see if they would be interested in joining the GB.

There are several vacancies identified in governor panels (Complaints, Exclusions, Staff Disciplinary). These to be reassigned to temporarily fill the gaps until new governors are recruited in September.

AGENDA ITEM 1088	Agreeing the School Improvement Plan (SIP) and School Evaluation Framework (SEF) for 2025-2026
Notes:	Please CLICK HERE to view the School Improvement Plan (SIP) for 2025-2026 Please CLICK HERE to view the School Evaluation Framework (SEF) for 2025-2026
Discussion:	TT went through the SEF: The Senior Leadership Team discussed using the new Ofsted framework for self-evaluation. They were all in agreement that the school is not currently evaluating as “Outstanding” but see this as a constructive opportunity for growth during Brackenfield’s new chapter. GW – This is a very lengthy document, it would be interesting to see Ofsted complete an inspection in 2 days using the new framework. TT - Summary at the top of the SEP, there are a number of areas that we need to have targeted support around. Some of those are quick fixes or smaller areas to focus on leaders who are responsible for those areas. The three selected targets are our main targets moving forward and we need governors to agree and that they're happy for us to go forward to support School Improvement plan. KM reminded the GB that the three priority areas in the School Improvement Plan (SIP) are as follows: 1. Develop leadership across a multi-site school 2. Improve QA and Continuous Professional Learning (CPL). 3. Enhance play through the OPAL program. No further questions or concerns raised, all Governors approved the School Improvement plan priority areas.

DATE OF NEXT MEETING/S			
Date of meeting	Time	Date papers will be circulated	Focus
6 th Oct 2025	17:00	26 th Sept 2025	Mid-Year Review of Budget 2025/2026
3rd Nov 2025	17:00	24th Oct 2025	MER 1 Feedback 2025/2026
9 th Feb 2026	17:00	30th Jan 2026	MER 2 Feedback 2025/2026
23rd March 2026	17:00	13 th March 2026	Setting Budget for 2026/2027
15 th June 2026	17:00	5 th June 2026	Summative Feedback 2025/2026
29 th June 2026	17:00	19 th June 2026	Agreeing new SIP / SEF 2026/2027 & agreeing structure

Questions from the new Governance Handbook January 2017 in relation to finance that governors may wish to use:

- Are resources allocated in line with the organisation’s strategic priorities?
- Does the organisation have a clear budget forecast, ideally for the next three years, which identifies spending opportunities and risks and sets how these will be mitigated?

- Does the organisation have sufficient reserves to cover major changes such as re-structuring, and any risks identified in the budget forecast?
- Is the organisation making best use of its budget, including in relation to planning and delivery of the curriculum?
- Does the organisation plan its budgets on a bottom up basis driven by curriculum planning (i.e. is the school spending its money in accordance with its priorities) or is the budget set by simply making minor adjustments to last year's budget to ensure there is a surplus?
- Are the organisation's assets and financial resources being used efficiently?
- How can better value for money be achieved from the budget?
- Is the organisation complying with basic procurement rules and ensuring it gets the best deal available when buying goods and services in order to reinvest savings into teaching and learning priorities?
- Is the organisation taking advantages of opportunities to collaborate with other schools to generate efficiencies through pooling funding where permitted, purchasing services jointly and sharing staff, functions, facilities and technology across sites?