

GOVERNORS OF BARNs GREEN PRIMARY SCHOOL

MINUTES OF A MEETING OF THE FULL GOVERNING BODY HELD AT 5PM on 18 May 2026

Barns Green Primary School

Our Values are:

- Respect
- Responsibility
- Perseverance
- Compassion
- Community
- Inclusion

Our Vision is:

At Barns Green Primary School, we encourage every individual to be the best they can be, to become confident, secure and caring individuals who are ambitious in their learning and who welcome every opportunity, embracing each challenge, so they can confidently look forward to the future, ready for adventures that await.

Governors:

Name	Attendance
Alex Nicholson	Present
Tracey Newbold	Present
Jessica Martin	Apologies
Dawn Martin	Present
Sue Whittle	Present
Tom Plowman	Present
Simon Gale	Present
Adam Rood	Absent
Olly Morley	Present
Richard Bates	Present
Philippa Berry	Present
Sue Fishbourne	Apologies

Also present:

Nicola Milton (Clerk)

1.	To receive and record apologies and declarations of interest AN's wife is a teacher at the school. Apologies received and accepted from Sue and Jess Adam has not sent apologies and has not responded to any emails to confirm his attendance	
2.	Previous minutes and matters arising Minutes approved. Matters arising: all completed.	
3.	Governors' terms of office and roles Terms of office SW (23.9.28) will step down in September, Governors to look for replacement Co-Opted Governor. SG (3.10.26) will continue. AR (4.11.26) to be confirmed at later stage.	

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	Accessibility Governor – JM stepping down but continuing other roles. Philipa will take on the role of Accessibility Governor. Election of a second Sustainability Governor is available. Tom has put himself forward as sustainability governor – approved with thanks.	
4.	Headteacher's update <u>Updated SDP for 2025-6</u> The Headteacher reported that the SDP had been updated and reflected positively on the progress made during the year. Many targets were now marked as green and the school remained on track to meet its objectives. The Headteacher explained that the original SDP had been written during a period of uncertainty surrounding the new Ofsted framework. As understanding of the framework has developed, the school is now taking a more realistic and reflective approach to evaluating progress and defining what "exemplary practice" truly means. A new SDP is currently being developed collaboratively with staff to ensure it accurately reflects the school's position and priorities. <u>SDP priorities for 2026-7 - strategic discussion</u> Key Priorities Identified for Next Year: 1. Teaching and Learning: a) Ensuring pupils who have not secured foundation skills receive appropriate support. b) Improving pupils' ability to articulate their learning, feedback, and progress. c) Continuing to strengthen consistency and quality of teaching. d) Reviewing whether the curriculum choices are the most effective and clearly articulated in line with the new National Curriculum. 2. Inclusion: a) Strengthening SEND co-production and parent communication. b) Reviewing parental confidence in the school's SEND provision. c) Continuing development of inclusion practice. d) Focusing on disadvantaged pupils through measurable actions and case studies. e) Continuing to promote the inclusion of disadvantaged children. 3. Increasing pupils' resilience, confidence, and personal development: a) Introducing a new PSHE scheme. b) Improving the resilience of children Q Can we word the objective linked to disadvantaged pupils' progress carefully to ensure that it is both achievable and aspirational? The HT explained that disadvantaged attainment is a national challenge and not unique to the school. However, the school has significantly improved identification, tracking, attendance monitoring, and case study work for disadvantaged pupils. The next SDP will build on this. Q Does the school receive sufficient information from preschools about disadvantaged children before they arrive? The HT stated that many disadvantaged pupils also have SEND, social care involvement, attendance concerns, or other complex needs. Schools are increasingly expected to address wider societal issues without sufficient external support. Concerns were also expressed about limited external agency capacity and insufficient support services available to schools and families. Actions – HT to rewrite the SEF and share with Governors at FGB6. HT to draft a new SDP, ready for staff to use from September 2026. <u>Spring term data report</u> Q Why had Year 4/5 maths data dipped compared to Autumn Term? The HT explained that three pupils had moved from "on track" to "not currently on track." Following pupil progress meetings with staff, all three pupils were now believed to be back on track. Additional support measures had been put in place. The dip was attributed primarily to a temporary change in staffing leading to reduced confidence in assessment judgements rather than lack of progress. Q Does school have capacity to create a bespoke curriculum? HT responded that staff will update the curriculum in line with the new National Curriculum when it is published, however, it is difficult as no additional capacity or funding is available.	TN TN

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- The HT reported positively on Year 6 pupils' approach to SATs, describing them as mature and confident.
- Year 6 writing would be externally moderated; staff had prepared thoroughly for moderation as it was expected this year.
- Results remain positive overall despite some challenging cohorts

Year 3 Cohort Discussion:

Governors discussed the complexity of the Year 3 cohort, including:

- High levels of SEND/Large group of pupils working significantly below age expectations.
- Significant disadvantage.
- Multiple EHCP applications.
- Mobility within the cohort.

Q Does the school have capacity to create bespoke curricula for individual pupils? The HT explained that the school had planned a nurture-based afternoon curriculum but lacked staffing and funding capacity to fully deliver it.

The Headteacher confirmed:

- Some adapted provision is already in place.
- Additional bespoke support is still needed for several pupils.
- Staffing changes within the class had impacted consistency.

Governors acknowledged that future attainment data for this cohort may fluctuate and stressed the importance of measuring success against individual starting points and aspirations.

Staffing structure update

The proposal to appoint an additional **Y1** teacher will not proceed due to:

- Reduced pupil numbers.
- Financial pressures linked to wraparound care provision.
- Movement of pupils out of the school.

Staff Resignation

The Year 3/4 teacher has resigned. The HT expressed disappointment, describing the teacher as talented but finding teaching in a small school challenging. Recruitment is underway, though initial applications have not been strong.

Q How will this be communicated to pupils and parents? The HT stated that communication would take place once replacement arrangements were clearer. The departure would be framed positively and celebrated appropriately with pupils.

EG will move to part-time working alongside AH.

Another teacher (JAT) will reduce to four days per week to support wellbeing and retention.

TA Changes: PN left at Easter and was replaced by MB.

TA staffing is expected to continue fluctuating due to SEND funding and changing pupil needs.

Recruitment challenges remain significant.

Progress review visit report – attached to agenda.

IDSR

Q. What is being done to address the attendance issues highlighted in the IDSR?

The Headteacher explained that poor attendance is concentrated within a very small group of highly complex pupils and families.

Measures implemented include:

- Increased communication with parents.
- Personal attendance emails.
- Attendance certificates and prize draws.
- Improved attendance monitoring.

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	Governors acknowledged the complexity of attendance issues involving EHCP pupils and limited local authority support. <u>Before and after school wraparound care update</u> The current wraparound provider has withdrawn due to lack of profitability. A new provider is being considered; however, governors discussed concerns regarding: • No rental income being paid to the school. • Contract clauses potentially leaving the school financially liable if attendance numbers fall below minimum thresholds. Finance governors modelled risks, estimating potential exposure of up to approximately £17,000 if average attendance remained low. Governors discussed: • The strategic importance of maintaining wraparound provision. • The necessity of wraparound care for attracting and retaining families. • The need for stronger marketing and promotion of the provision. • The belief that the financial risk was unlikely to materialise in practice. Governors agreed that: Continuity of wraparound care provision is essential. The Headteacher should proceed toward signing the contract, subject to continued discussions and assurances from the provider. SW has offered to attend the Summer term School Improvement visit: 23rd June, afternoon.	
5.	Governors' visits to school since last meeting Wellbeing action report – action plan is an ongoing document Termly website report – HK and NM to review actions Safeguarding report Teaching and learning report Premises Governor report SATS monitoring report HTPM interim review and wellbeing report – Sue to arrange final review meeting with HT in July and meet with a County Advisor in early September. Q Does Governor monitoring need to be reduced? Teachers feel that they are being monitored and assessed constantly. Is there an option for consolidation of visits? Action: monitoring schedule to be reviewed by TN and DM	
6.	Finance Finance governors completed detailed review of budget lines with the SBM. Staffing costs currently just over 80% of total budget, considered acceptable. Additional funding linked to EHCP pupils noted as beneficial to staffing flexibility. More accurate utility forecasting now available following updated County facilities input. Supply/sickness costs are trending down compared to previous years. Governors approved the proposed budget. Action: Solar panel export income appeared lower than expected and requires investigation. SG to follow up. <u>SFVS - follow up on audit of voluntary funds (PTA)</u> County audit feedback highlighted requirement for governors to record follow-up actions relating to non-green SFVS items. Outstanding item relates to auditing voluntary funds/Friends of the School accounts. Discussion held regarding governance remit over Friends/PTA finances and appropriate oversight arrangements. Action: AN to investigate governance responsibilities and appropriate arrangements regarding voluntary funds auditing under SFVS. Ongoing monitoring action to remain until resolved.	

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7.	Update on training undertaken by Governors Governors reminded to complete Prevent training before September if renewal due. Online refresher training available. Governors reminded that KCSIE 2026 updates will require reading before September. Action: NM to find schedule of who had undertaken Prevent Training and identified governors to ensure they have undertaken Prevent training before September. KCSIE 2026 - Governors to read KCSIE 2026 and sign that it has been read in September.	
8.	Policy review - The following policies were reviewed and approved: - ECT policy - First Aid in Schools - deferred pending updated guidance relating to "Benedict/Benedikta Law" and allergy/anaphylaxis requirements. - Acceptable use of the Internet (Online Safety) policy - Harmful Sexual Behaviour policy – to become separate standalone policy Action: NM to update the policy review cycle. - Anti-bullying policy - Teaching and Learning - AI policy - Complaints Policy – with extended deadlines - Persistent, Unreasonable and/or Vexatious Complaints and Contact Policy - updated following ongoing complex complaint situation	
9.	Approve inset dates – approved. Action: Dates to be put onto website Set next meeting dates for 2026 and 2027 - approved - Governors asked to add dates to diaries early. Governor Meal – 8.7.26 – details to be circulated	
10.	Update on governor correspondence including social media - Barns Green Village Trust report noted. - School admissions/pan increase discussions ongoing but current pupil numbers unlikely to support increase. - Itchingfield Parish Council agreed to provide £6,000 match funding for solar panel project. <u>Complaints update.</u> Two complaints received since previous meeting, both from same parent. One complaint investigated externally by an experienced Chair of Governors from another school. Appeal panel convened with county support and met for a full-day hearing. Significant governor and staff time commitment acknowledged. Second complaint regarding Chair of Governors did not progress under complaints policy due to overlap with the open appeal and SEND-related elements. Policy changes discussed earlier intended to support management of similar situations in future. <u>Protocol for sharing Governor involvement in school issues</u> Governors reminded to inform Chair/Vice Chair of any involvement in school issues, meetings, or incidents. Ensures full evidence trail is maintained where complaints or formal processes arise. <u>Ideas for the Summer term Governor newsletter.</u> Ideas discussed for summer newsletter content: Governor recruitment information, with explanation of different governor roles. Summary article for inclusion in school "Big Mag".	
11.	Any other urgent business	
12.	Training undertaken by governors - Experienced Governor Meeting 25.3.26 - DM - Understanding Financial Reports Webinar - 20.4.26 - DM - Dealing with 'What Ifs' - 21.4.26 - DM - Chair and Clerk – Working Together 29.4.26 – NM/DM	

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	5. Using the Agenda to Improve Knowledge of School Improvements – 5.5.26 - DM Governors encouraged to utilise available training resources and any interested governors to attend June Ofsted training session.	
13.	Date for next FGB meeting – 8th July 2026 at 5.00pm.	

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Signed as being a true record of the proceedings of the meeting

Signed

Date