

GOVERNORS OF BARNS GREEN PRIMARY SCHOOL

MINUTES OF A MEETING OF THE FULL GOVERNING BODY HELD AT 5PM on 18 MARCH 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
Jess Martin	Present
Dawn Martin	Present
Sue Whittle	Present
Tom Plowman	Present
Simon Gale	Apologies
Adam Rood	Apologies
Olly Morley	Present
Richard Bates	Apologies
Philippa Berry	Present
Sue Fishbourne	Present

Also present:

Gemma Lovegrove (Clerk)

Nicola Milton (New Clerk)

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1	<p>To receive and record apologies and declarations of interest AN's wife is a teacher at the school. Apologies received and accepted from SG and RB. AR will attend late if possible (dentist).</p>	
2.	<p>To approve the minutes of the last meeting and matters arising Minutes approved.</p> <p>a) To approve Part B minutes – approved. School continues to follow County advice. b) To approve the notes from the Strategy Meeting on 24.2.25 and agree how to follow up any actions.</p> <ul style="list-style-type: none"> • Notes approved. • Small school hub of excellence definition suggested. TN to take forward with staff. • County trend is that pupil numbers falling but lots of development in nearby villages: we will send an updated school profile to County and will request that an increase of PAN from 20 to 30 at Barnes Green is approved before new schools are built at Southwater or Billingshurst. <p>AN arrived 17:13.</p> <p>DM attended locality Chairs' meeting. Suggestion for Governors to be listed to be available for complaints panels. DM and TP volunteered.</p>	
3.	<p>To receive the Headteacher's report TN provided guidance on 'quality first teaching' and any governor is welcome to come and see a lesson in action. Creative learning opportunities and consistency of practice are evident across the board. Early Years and KS1 have implemented "floor books" for foundation subjects and these will now be used across the school. Staff responses to pupil misconceptions have been much sharper during monitoring visits.</p> <p>TN thanked for the Headteachers report. Q: What has been the outcome of the recent CPD undertaken by teachers? Some CPD has been accessed free of charge due to our links to the Maths Hub, particularly benefiting newer members of staff. This is having a positive impact on standards in maths and increasing confidence in curriculum delivery. All staff were able to identify personal CPD needs at performance management reviews. Some training meets statutory requirements. Speech and language CPD has included observation of a therapist, enabling staff to deliver ongoing programmes to identified pupils. Dyslexia training has also been provided to all staff, facilitating targeted support.</p> <p>Q: The wraparound care provider has informally indicated they intend to withdraw before the end of their contract. What is the expectation moving forward? TN has advised the current provider that she intends to hold them to their contract. However, she has also had initial discussions with an alternative provider who is interested in principle. They may also be able to offer PPA cover, deliver PE, and potentially run holiday clubs. They would pursue grant funding, as seen with Pioneer/JAG.</p> <p>Q: If the provision of wraparound care is challenging, is it necessary to continue offering it? There is a government expectation for schools to offer wraparound care, although it could be communicated that provision was offered but uptake was low. While it is attractive for prospective and current parents, it must be financially viable. It remains important in supporting future pupil numbers.</p> <p>Q: Attendance figures are generally reasonably positive, but Year 3 appears lower. Is there a reason? There are some areas of persistent absence and the school is following appropriate procedures. Personal letters were sent to persistent offenders. Registers have been historically closed at 9:05am, after which pupils were marked absent for the session. It was noted that other locality schools close</p>	

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	<p>registers later (e.g. 9:30am), which will impact on reported absence figures. Barn's Green will align with these schools from now on.</p> <p>Staff absence figures will be included in HT report going forward. Q – 27 days illness (13 members of staff) for this term seems high. Is it a wellbeing indicator? Likely due to winter months but will continue to be monitored.</p> <p>PDP – largely consistent with prior years. Q – Is the school proceeding with separate space for Yr1? Currently, yes, but TN is cautious and wants to re-look at figures and ensure this is the best way to meet pupils' needs before advertising for an additional part-time teacher next week.</p> <p>Following questions about organisation and content, PGL residential trip approved for year 5 and 6 - Sunday 7th June to Wednesday 10th June 2026.</p>	
4.	<p>Review of Roles and Responsibilities</p> <ul style="list-style-type: none"> • Olly Morley identified as a Finance Governor with special responsibility for School Sport Premium funding and his suggested Vision statement adopted. TN to add to website. • RB to step back from wellbeing. SF and PB agreed to take on wellbeing with JM. • HTPM – SG stepped back, SF stepped in. 	TN
5.	<p>To receive update on governors' visits to school since last meeting</p> <ul style="list-style-type: none"> A) T&L – c/f to FGB5 B) Disadvantaged pupils – Disadvantaged Pupils report received. Suggestion to add absolute numbers as well as percentages. Post Meeting note: Added to report. C) Wellbeing report c/f to FGB5 D) HTPM Interim review – to confirm that this took place – c/f to FGB5 E) Termly website check – c/f to FGB5 F) Violence and Aggression at Work risk assessment – WSCC Health and Safety Team wants to use the school as an example of good practice. 	
6.	<p>To receive safeguarding update including latest attendance data from DfE c/f to FGB5</p>	
7.	<p>To receive Finance reports</p> <ul style="list-style-type: none"> A) To approve minutes from Finance meeting – approved B) SFVS - SFVS received with thanks and approved C) Staffing structure (from SFVS) – Excel modelling program to be completed by AN and tested by TN. Progress report at FGB5 D) Asset register - – PAT testing covered in H&S E) Budget update summary - Budget update summary approved. Q – How sustainable is the High needs funding? As it is linked to individual pupils, it will vary as the pupil population changes. The new White Paper also means that it cannot be relied on beyond the next two years. 	AN/TN
8.	<p>To receive Premises Governors' Report - c/f to FGB5 and include in the Summer term schedule for future years.</p>	
9.	<p>To either agree the following or agree action to work on policies</p> <ul style="list-style-type: none"> a) Model Medicines policy - approved b) Fire Safety - approved c) FOI - approved d) Publication Scheme - approved e) Governor Handbook – approved - Wellbeing link governor description to be added. GL to add. f) RSHE – C/F from FGB3 - approved 	GL

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	<p>g) Emergency Lockdown Procedure – C/F from FGB3 - approved</p> <p>h) Remote Learning – c/f from FGB3 - approved</p> <p>i) Wellbeing charter - readopted</p> <p>j) Climate action plan - approved</p>	
10.	<p>To review governor correspondence including social media</p> <p>a) NGA summary of the white paper received and discussed. SEND Reform Consultation period open until 18th May. Governors were encouraged to respond.</p> <p>b) Governor newsletter – approved and AR thanked for pulling it together. To be issued this Friday (20.3.26)</p>	
11.	<p>To receive update on training undertaken by governors</p> <p>OM – SSP</p> <p>DM – Supporting Disadvantaged Pupils (9.2.26)</p> <p>DM – Complaints, Exclusions, Capability and Grievance Panels (27.2.26)</p> <p>DM – Focus on Governance (3.3.26)</p> <p>DM – Chairs' Network – SEND provision and funding in mainstream (16.3.26)</p> <p>PB, OM, SF – Governors Getting Started Part 2</p>	
12.	<p>Any other urgent business - None</p>	
13.	<p>Date for next FGB meeting – Monday 18 May 2026, 17:00</p>	

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Tables of Actions

Open actions:

180326 01	School Sport Premium Vision statement to be added to school website	TN
180326 02	Staffing structure (from SFVS) – Excel modelling program to be completed by AN and tested by TN.	AN/TN
180326 03	Wellbeing link governor description to be added. GL to add.	GL

Actions closed this meeting:

090725 05	Finance governors' to meet to ensure that the costs in the SDP are included in the budget. AN to action. 22/09/25 - C/F. 26/11/25 - c/f. 26/01/26 - c/f	AN
261125 01	GL to transfer DM to a LA governor. 26/01/26 - c/f	GL
260126 01	RC is arranging fire risk assessment. DM to add to monitoring schedule to ensure follow up.	DM
260126 02	TN to add chair of governors contact details to staff room	TN
260126 03	GL to share finance meeting minutes	GL

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

Signed

Date