



Aspirational opportunities for all, through the breath of God"

MINUTES – Pt1

Purpose: Meeting of the Local Governing Body
Date: Thursday 26th March 2026
Time: 4.15pm – 6.15pm
Location: St George's Church of England Primary School, Chequers Road, Sheerness, Kent, ME12 3QU

Present:

Angie Cummings (AC)	Foundation Ex-Officio
Howard Fisher (HF)	Headteacher <i>via MS Teams</i>
Carol Gardner (CG)	Foundation governor
Emma Hill (EH)	Staff governor
Nnenna Jones-Agbaje (NJA)	Co-opted governor <i>via MS Teams</i>
Abi Oniye (AO)	Chair, Co-opted governor
Lucie Wilson (LW)	Parent governor

Attended:

Kim Whiter (KW)	Art Lead (left at 16.55pm)
Vicky Boulding (VB)	Reading & Phonics Lead (left at 16.55pm)
Paul Young (PY)	Site Manager (left at 17.05pm)
Zoe Spoerry (ZS)	Deputy Headteacher, Associate Member

Apologies: James Shaw (JS) Vice Chair, Foundation governor

Clerk: Kerry French Local Governance Professional

Unless stated otherwise all papers relevant to the meeting were circulated in advance.
Papers tabled at the meeting will only be considered with the Chair's approval, and noted in the meeting minutes.

Click [here](#) for meeting folder

Item:	Summary Description:
1.	Welcome, Apologies, Prayer a) The Chair welcomed all in attendance, and opened the meeting at 16.18pm. The agenda was changed to accommodate staff availability, therefore the meeting started with item 4, followed by item 14. b.) Apologies had been received in advance from JS owing to work commitments which were accepted by all. c.) AC led in opening Prayer.
2.	Quorum The meeting was established as quorate (7/8)
3.	Declaration of Business Interests There were no new business interests, or conflicts of interest relevant to the agenda declared.

"CARE SHARE RESPECT TRUST and LOVE"

Draft Minutes sent for pre-approval by Chair/HT: 03.03.26
Circulated to LGB on: 09.03.26
Minutes Approved by LGB on: 14.05.26

4.	Subject Lead Presentations (16.18pm – 16.55pm) <u>Art (KW)</u> A handout was shared with governors detailing the intent, implementation, impact and long-term plan for Art. A presentation was also shared on screen. • Pupils participated in World Art Day where they created a “dot” representing a dream/goal. • A Family Art evening was held where families were invited to view pupils’ work • The school have engaged in a two-year creative art project, led by arts educator Naomi Eaton-Baudains. Years 2 and 3 will initially be involved with the intention to roll out school-wide. • Pupils produced times-table mandalas for governors. Governors expressed thanks and will colour, complete and return to pupils. • Pupil voice indicates understanding of techniques and vocabulary at expected levels Action: Share art update in the school newsletter (HF/KW) <u>Phonics & Reading (VB)</u> A handout was shared with governors and a presentation was also shared on screen. • Phonics Screening Check 2025: School pass 86.5% (national 80%; Kent 78.4%). Cohort for 2026 is 47 (noted as a relatively small cohort); current cohort has a large proportion of girls. • Consistent staffing with no long-term absences has contributed to attainment. • A whole school book swap was held - strongest engagement was in younger years. • The Reading Dogs came in for a whole-school visit to introduce purpose and expectations. • The Book Fair generated £1,861.53 sales, which gave £1,116.92 in rewards to purchase books. • Learning packs will be sent home for children to complete over Easter. <i>Q: How did sales of the Book Fair compare to the previous one?</i> R: Payment methods were the key factor; lack of card reader/cash option impacted Feb uptake, whereas online payment availability supported sales this time. <i>Q: What are expectations for engagement with the learning packs?</i> R: We have not previously done this before. Pupils are engaging well in school so we hope that many will want to continue at home. Governors noted strong whole-school reading drive and the Book Fair linked with broader learning themes.
14.	Health & Safety Presented by PY (16.56pm – 17.05pm) a) <u>Any issues or concerns for Governors to be made aware of</u> b) <u>Premises update</u> Next audit scheduled for 8th June. Staff are being encouraged to submit risk assessments in advance. c) <u>Review of Health & Safety and report on incidents recorded</u> None noted. d) <u>Progress towards General Risk Assessment priorities</u>

Draft Minutes sent for pre-approval by Chair/HT: 31.03.26

Circulated to LGB on:

Minutes Approved by LGB on:

“CARE SHARE RESPECT TRUST and LOVE”

	• A contractor is due to quote on the ventilation system – the issue appears to have been missed during transition from KCC to Aquila. Exploring whether the heating contractor can complete the ventilation works to reduce multiple contractors on site. • Lightning conductor – under review. • Fire evacuation drill recently completed. • Insurance and Waste Duty License – both in place. • Hall curtains require fireproofing - difficulty sourcing contractors for some works. • Stage lighting rig may require removal twice yearly (£600–£800 per visit). • COSHH data sheets and risk assessments required for all items. • Legionella checks to be completed annually. • Fly screens for kitchen windows – awaiting quote. • Heating System; ○ Parts have arrived; repair expected shortly. ○ Head of Estates liaising with original installers; external review to follow once system is operational. ○ Aquila is covering costs for engineers attending site. ○ Engineers scheduled during Site Manager’s holiday; governors queried this but were advised work must take place during school holidays. ○ Temporary boiler in place for four weeks. ○ Ongoing issue has been extremely time-consuming.												
5.	Governing Body Business/Membership a) <u>Governing body update:</u> • There are four vacancies: three foundation, one parent. • Clerk advised constitutional limit: no more than one third of governors may be parents/carers (including grandparents) of current pupils; currently 5 of 7 are. • Agreed not to run a targeted parent recruitment now to avoid non-compliance. • Trust is working on a campaign to fill the three foundation vacancies. b) <u>Governor Training:</u> The Clerk signposted governors training opportunities shared on the GovernorHub noticeboard. c) <u>Trust Board Key Reflections discussion</u> Clerk explained purpose, governors noted the document. d) <u>Update from Clerk</u> Parental complaints, particularly AI written ones, are increasing. Notes from the training course “Governing Under Pressure: Navigating Complex and AI-Generated School Complaints in 2026” will be shared.												
6.	Minutes of the last meeting and Actions Arising a) The minutes of the LGB Meeting held on 12th February 2026 were agreed for content and accuracy. b) The confidential minutes of the LGB Meeting held on 12th February 2026 were agreed for content and accuracy. c) Governing Body actions and matters arising were updated as follows; <table><tr><th>Item</th><th>Action</th><th>Owner</th><th>Comment</th><th>Status</th><th></th></tr><tr><td colspan="5">1. 16th October 2025</td><td></td></tr></table>	Item	Action	Owner	Comment	Status		1. 16th October 2025					
Item	Action	Owner	Comment	Status									
1. 16th October 2025													

Draft Minutes sent for pre-approval by Chair/HT: 31.03.26

Circulated to LGB on:

Minutes Approved by LGB on:

“CARE SHARE RESPECT TRUST and LOVE”

4e	Governors to complete effectiveness tool on GovHub	HF, AO, ZS	12.02.26 Still o/s	Close d	Will need to be done at the end of the school year
3. 12th February 2026					
2	Send reminder to governors about the importance of attending meetings and submitting apologies in advance.	Clerk	03.03.26	Comp lete	
10b	Governors to book in monitoring visits in accordance with schedule	All	26.03.26	Comp lete	

7. Leadership Team Reports

a) Headteachers Report:

- Admissions
 - 385 pupils on roll
 - 2 pupils have left, 4 new pupils incoming
 - 15 EAL pupils
- Attendance
 - 94% whole school
 - 2.2% unauthorised
 - 18% holidays
- Pupils with SEN and LAC
 - 7 LAC pupils

Current Figures		% Break Down of Year Groups			
Total Pupils with SEND:	56 (15%)	YR Grp	SEND K	EHCP	%
Number of Pupils with SEND Support K:	41	EYFS	1	1	3%
Number of Pupils with and EHC Statement:	15 (4%)	YR1	1	2	6%
Attendance		YR2	9	2	20%
% Attendance of Pupils with SEND:	90.5%	YR3	4	1	8%
Current of Referrals/Request in Progress		YR4	8	2	18%
EHCP Requests:	2	YR5	7	2	17%
EHCP Appeal/Tribunal:	3	YR6	15	2	31%
Paediatric Referrals:	0	% Area of Need			
SALT Assessments:	0	CI: 61%	CL: 5%		
NELFT Referrals:	1	SEMH: 29%	SP: 5%		
Term 3 Actions					
Book in direct STLS support for Term 4					
Send weekly reminders to staff for SENIA support					
Follow up actions from SEND Subject Development Day					
Consider how to plan the cascading of training to all staff from PINS					
Term 3 Training/CPD					
Emotion Coaching					
AET Training - Good Autism Practice					
Understanding Dyslexia and Understanding Dyscalculia					
Foetal Alcohol Spectrum Disorder					
Regulation Co and Self					
Supporting Staff Wellbeing					

- Behavioural Reports and pupil mental health and wellbeing

Draft Minutes sent for pre-approval by Chair/HT: 31.03.26

Circulated to LGB on:

Minutes Approved by LGB on:

“CARE SHARE RESPECT TRUST and LOVE”

Positive Points		Unexpected Behaviour	
Total Dojo Points:	14,486	Total Slips:	52
50 Dojo Certificates:	341	Yellow Slips:	34
100 Dojo Certificates:	61	Pink Slips:	18
150 Dojo Certificates:	12	Internal Exclusion:	8
200 Dojo Certificates:	2	External Suspension:	1
Headlines			
- Increase in lunch time behaviour slips (due to transitions and cannot spread out into our usual places) - Key year group is Y4: with 2 key pupils currently displaying significant dysregulation - Significant number of children achieving positive rewards and their certificates as a result.		% With an additional need:	52%
		Most common event time of day:	Lunch Time
		Yellow slip event type:	Aggression
		Pink slip event type:	Physical assault (peer)
		Location:	Classroom
Summary/Actions Points			
1. When the Adult Changes Everything Changes - Whole School Training			
2. Strategic Action Plans for Key Pupils in Yr4 and Yr2 - with some adult redeployment			
3. Behaviour Rewards Taking Place			
4. Share analysis of weekly breakdown for a strategic approach rather than reactive			

- Pupil Premium
 - 87 pupils / 23% on roll
 - 90% attendance
- School performance and standards
 - End of term 4 data is being analysed and will be available at the next meeting.
 - Teacher assessment and progress meetings will take place w/c 30th March.
 - A maths learning walk by the Trust's School Improvement Partner identified positive engagement and behaviour.
 - Moderation continues through No More Marking and Trust-wide writing sessions.
- Impact of PE & other Funding
 - Will be reviewed at the end of the PE Funding period.
- Staffing information, including mental health and wellbeing

Parts of the discussions were deemed confidential, and will be recorded under part two of the meeting minutes.
- b) White Paper

The White Paper sets out the government's vision to improve standards through a stronger school-led system. Key priorities include improving literacy and numeracy outcomes, expanding academy trusts, and strengthening teacher development and retention. It emphasises targeted support for disadvantaged pupils, increased accountability, and a focus on high-quality curriculum and teaching to ensure all pupils achieve expected standards.

8. **School Improvement**
- a) School Improvement Plan
Self-regulation strategies being used more consistently. Main issue is lack of staffing to support pupils across the school.
- b) Notes of Visit
Report from the Trust School Improvement Partner, JA-J, was submitted for governor information.

9. **School vision**
"Aspirational opportunities for all through the breath of God."
 St George's leads the community by following the teachings of Christ through holistically ensuring excellence for all. Through our happy, secure and stimulating environment all members of the school community grow in self-esteem and potential. Their spiritual, academic and social needs are celebrated as part of daily life.

Draft Minutes sent for pre-approval by Chair/HT: 31.03.26

Circulated to LGB on:

Minutes Approved by LGB on:

"CARE SHARE RESPECT TRUST and LOVE"

	The Bible story of the 'Feeding of the 5000' shows Gods love and our school values – love, care, share, trust and respect.																												
10.	Christian Distinctiveness/SIAMS Staff are effectively observing all aspects of provision in line with the Church school code. AO visited and noted strong pupil engagement and confirmed that, from a compliance perspective, the school is performing very well against the framework.																												
11.	Governor Monitoring and other Reports & Visits a) <u>Update of monitoring visits undertaken:</u> - SEND LW 08.01 & 22.01.26 - Finance CG 18.03.26 - Leadership & Management AO (report to follow) AO attended the headteachers mid-year review and noted that SLT capacity for strategic work is limited due to the volume of complaints and operational issues, which is impacting day-to-day responsibilities. Workload is a concern and is currently not well balanced. - Worship 25.03.26 AO (report to follow) - Safeguarding LW 14.01 & 28.01.26 - SCR Compliance LW 17.03.26 b) <u>Agree monitoring visits for next term:</u> <table border="1"> <thead> <tr> <th colspan="2">Term 5 20/04/26 – 22/05/26</th></tr> </thead> <tbody> <tr> <td>Attendance</td><td>07.05.26 LW</td></tr> <tr> <td>SIAMS & RE</td><td>Book Looks AO, AC (date TBC)</td></tr> <tr> <td>Finance</td><td>08.05.26 CG</td></tr> <tr> <td>Health and Safety</td><td>28.04.26 AO, JS</td></tr> <tr> <td>Safeguarding</td><td>SCR 06.05.26 LW</td></tr> <tr> <td>SEND & Pupil Premium</td><td>SEND 07.05.26 LW</td></tr> <tr> <td></td><td>Pupil Premium 20.05.26 9-10am NJA</td></tr> <tr> <td rowspan="3">Standards & Curriculum (inc. Data)</td><td>SATS week – All</td></tr> <tr> <td>Data AO, LW (date TBC)</td></tr> <tr> <td>Pupil Progress meetings w/c 30.03 AO</td></tr> <tr> <td>Leadership & Management</td><td></td></tr> <tr> <td>Pastoral & Behaviour</td><td></td></tr> <tr> <td>Personnel</td><td></td></tr> <tr> <td>Celebrations</td><td>15.05.26 Fun Run (date TBC)</td></tr> </tbody> </table> c) <u>Receive any other Reports or notes of visits</u> None.	Term 5 20/04/26 – 22/05/26		Attendance	07.05.26 LW	SIAMS & RE	Book Looks AO, AC (date TBC)	Finance	08.05.26 CG	Health and Safety	28.04.26 AO, JS	Safeguarding	SCR 06.05.26 LW	SEND & Pupil Premium	SEND 07.05.26 LW		Pupil Premium 20.05.26 9-10am NJA	Standards & Curriculum (inc. Data)	SATS week – All	Data AO, LW (date TBC)	Pupil Progress meetings w/c 30.03 AO	Leadership & Management		Pastoral & Behaviour		Personnel		Celebrations	15.05.26 Fun Run (date TBC)
Term 5 20/04/26 – 22/05/26																													
Attendance	07.05.26 LW																												
SIAMS & RE	Book Looks AO, AC (date TBC)																												
Finance	08.05.26 CG																												
Health and Safety	28.04.26 AO, JS																												
Safeguarding	SCR 06.05.26 LW																												
SEND & Pupil Premium	SEND 07.05.26 LW																												
	Pupil Premium 20.05.26 9-10am NJA																												
Standards & Curriculum (inc. Data)	SATS week – All																												
	Data AO, LW (date TBC)																												
	Pupil Progress meetings w/c 30.03 AO																												
Leadership & Management																													
Pastoral & Behaviour																													
Personnel																													
Celebrations	15.05.26 Fun Run (date TBC)																												

Draft Minutes sent for pre-approval by Chair/HT: 31.03.26

Circulated to LGB on:

Minutes Approved by LGB on:

“CARE SHARE RESPECT TRUST and LOVE”

12.	Finance: a) <u>To review Governor Report</u> b) <u>Consolidated cash flow</u> c) <u>To review Financial Report</u> The budget shows a small in-year deficit of £15k. An additional historic electricity bill of approximately £45k has emerged, which has been taken via direct debit and appears to relate to overdue charges rather than the current budget. This issue has been raised repeatedly with Finance but has not been addressed, leading to concerns among governors. As a result, emergency reserves have now been exhausted, and the lack of response and action from the Trust is a concern.
13.	Safeguarding a) <u>Annual Safeguarding audit report</u> The safeguarding audit actions was shared with governors. One concern raised was around two members of staff who had booked onto training in September 2025, but were unable to attend, and their training was deferred to March 2026. Safeguarding training is limited to twice yearly, so having to wait until March was unavoidable and all remaining staff were fully trained. Aside from this, only minor issues were identified. Governors should note the significant, ongoing workload involved in this area, which is described as continuous and demanding. b) <u>Any issues or concerns for Governors to be made aware of</u> c) <u>Safeguarding outcomes</u>
15.	Riskmate Risk Register a) <u>Update from Headteacher regarding Riskmate Register</u> Received. b) <u>Assess Riskmate return for current strategic risks and ensure appropriate mitigations are considered</u> The most extreme risk is around the heating system <u>GDPR</u> No requests or breaches.
16.	Compliance a) <u>Single Central Register</u> Compliant. b) <u>Website</u> Compliant.
17.	Policy Review a) <u>Aquila Trust Policies – Adopted.</u> • Admissions 2027-28 • Minor Works Protocol (2024-26) MAT • Restrictive Interventions (2026-27) MAT • Parental Code of Conduct (2026-27) MAT • Initial Teacher Education (2026-28) MAT • Relational Policy (2025-26) MAT b) <u>School Based Policies – Approved.</u> • Car Park Risk Assessment – Reviewed by JS, no changes.

Draft Minutes sent for pre-approval by Chair/HT: 31.03.26

Circulated to LGB on:

Minutes Approved by LGB on:

“CARE SHARE RESPECT TRUST and LOVE”

	- Fidget Tool – Reviewed by CG, continuity around using SENDCo / SENCo required. - Minibus – Reviewed by NAJ. Robust policy and checklists. Q: Will the checklists be tracked against compliance monitoring? R: All checklists are handed to HF, which are kept for auditing purposes. - Mobile Phones – Reviewed by all, no changes. - Religious Education – Reviewed by AC, no changes. - Risk Protection Agreement – Reviewed by AO, no changes. Q: In the event of a cyber-attack will the school still be operational? R: Systems are categorised into critical and non-critical, and without access to BROMCOM, normal operations would be significantly impacted. The school would need to remain offline from the network if compromised. Q: Do you hold hard copies of parent and staff information as a backup? R: Parent information is held in the fire pack in the office, but staffing details are not. Q: In terms of learning what would this look like? R: Teaching would revert to more basic, offline methods if systems were unavailable. - Swimming – Reviewed by JS, no changes. - Cyberbullying – Reviewed by AC, no changes. Action: Include hard copy of staff contact details in emergency pack (Clerk / Office Manager)
18.	Any other business: None.
19.	Confidentiality: Recorded under part two of the meeting minutes.
20.	Future Dates and Agenda Plans: a) The next meeting date will be held at 4.15pm on the 14th May 2026. CG sent apologies owing to holiday, and KF due to planned leave. The Trust Finance Officer has been invited to attend to present the annual budget. Daisy to attend finance meeting via MS Teams. b) Agree important items to be included on the next agenda; - Budget Approval - Review compliance with minimum expectation on length of school week - Elect Chair (for Trust Board approval in term 6)
21.	Closing Reflections & Meeting Summary: a) What was the theme of the key discussion during the meeting and what is the impact for the pupils? Subject leader presentations demonstrated strong knowledge, with a focus on art, creativity, and cross-curricular links, alongside phonics. This supports enriched teaching and improved pupil learning experiences. b) What was the key challenge facing the School/Trust during this discussion? Heating issues and the impact of an outstanding £45,000 electricity bill. c) What are the areas for celebration in this discussion? Positive pupil learning, effective teaching, and strong engagement in community and worship activities.

Draft Minutes sent for pre-approval by Chair/HT: 31.03.26

Circulated to LGB on:

Minutes Approved by LGB on:

“CARE SHARE RESPECT TRUST and LOVE”

	d) AC led in closing Prayer. Meeting closed at 6pm
--	---

Actions Arising

Item	Action	Owner	Comment	Status	
1. 16th October 2025					
4e	Governors to complete effectiveness tool on GovHub	HF, AO, ZS	12.02.26 Still o/s	Closed	Will need to be done at the end of the school year
3. 12th February 2026					
2	Send reminder to governors about the importance of attending meetings and submitting apologies in advance.	Clerk	03.03.26	Complete	
10b	Governors to book in monitoring visits in accordance with schedule	All	26.03.26	Complete	
4. 26th March 2026					
4	Share art update in the school newsletter	HF/KW			
11	Send o/s monitoring reports for term 4	AO			
11	Book in monitoring visits for term 5	AO, LW			
17	Include hard copy of staff contact details in emergency pack	Clerk / Office Manager	Email sent 31.03		

Draft Minutes sent for pre-approval by Chair/HT: 31.03.26

Circulated to LGB on:

Minutes Approved by LGB on:

“CARE SHARE RESPECT TRUST and LOVE”