

Withycombe Raleigh C of E Primary School

Governing Body



Full Governing Body Meeting Minutes							
Date/Time	9 TH December 2025		Location		Meeting Room		
Attendees			Attendees		Attendees		Attendees
Emma Jones (EJ)		Head	Janine Meecham (JM)	Clerk	Allie Longhorn	Chair	Nicola Hart (NH)
Phillip Wilson (PW)			Jenny Meredith (JMer)		Revd Judy Day (RJD)		Clare Hollingsworth (CH)
Annmaree Kain (AK)			Mike Smith (MS)		Richard Moore (RM)		

Apologies	
James Dryden (JD)	

	Agenda		
15.25.26	Apologies	24.25.26	Term Dates
16.25.26	Declarations of Interest	25.25.26	Christian Distinctiveness
17.25.26	Approve minutes	26.25.26	Chairs Business
18.25.26	Matters Arising	27.25.26	Date and time of next meeting
19.25.26	Correspondence	28.25.26	Part B
20.25.26	Headteacher written Report		
21.25.26	SDP		
22.25.26	Safeguarding		
23.25.26	Skills Matrix		

Ref	Item	Action/Decision	By whom
15.25.26	Apologies: Apologies were received as above and duly sanctioned.		
16.25.26	Declarations of interest None		
17.25.26	Minutes: The minutes from the FGB meeting on 23 rd September 2025 were agreed as an accurate record	Decision	All
18.25.26	Matters Arising: None		



19.25.26	Correspondence: None		
20.25.26	Headteacher Written Report Full report uploaded to the Drive. EJ presented the report to the Governors Although this has been a challenging term in lots of ways, there is still so much to celebrate. Our pupil numbers are looking healthy and new pupils have settled into school routines very well. Children are enjoying their learning and have enjoyed some great 'hands on' experiences. Leaders have continued with a monitoring programme which has included drop ins, learning walks and book looks. We have continued to adapt our strategies around supporting children with SEND and have continued with our support plan cycle with plans updated termly. OIAP continues to be a development area for us. We have had a detailed program of training for staff including sessions linked to Safeguarding, PIPS, OPAL, Writing, Methods of Participation (Lemov), Continuous Provision and SEND. We have recently purchased an online training programme from TES which will also supplement our current training schedule. Writing has been a key area of development with 4 of our training sessions focusing on this area. Attendance has improved from 12 months ago but still room for improvement. Attendance is a significant focus for schools with DFE producing targets (ABIE) for schools to reach regarding attendance improvement.		
21.25.26	SDP EJ discussed the SDP with Staff. Adaptive Teaching We have had a lot of Training sessions for Teachers and Tas linked to Withycombe Way including Methods of participation. Monitoring of teaching has focused on implementation of this. The Marking Policy has been reviewed and updated to take into account the need for feedback to children but also awareness of teacher workload. 100% Ready is becoming more embedded and the expectation that ALL children should be actively participating is developing.		



	Curriculum We have started looking at ways to make our curriculum more engaging for pupils and staff. Pros and cons of our current curriculum collated as a starting point. Staff trialling other schemes for History and Geography in Spring Term, we will then get feedback and see if we want to move forward with the new schemes. Cohesive and effective leadership structure Training for staff arranged following survey and appraisals. Writing Lead has been allocated time to develop this area. Additional training given via courses. Coaching and collaboration in its infancy but 2-year groups have had opportunity to observe one another teach. Some teachers have been given opportunities to visit other schools to observe areas. Monitoring of teachers and Tas has taken place, but this has been limited due to demands on staff from behavioural issues. 6 staff currently undertake NPQ's in a variety of areas including NPQH, Senior Leadership and SENDCO.		
22.25.26	Safeguarding: MS discussed with the governors Safeguarding (full report on Drive) The main safeguarding updates since the last FGB meeting are as follows • Training / key documents (Staff / Governor training) • New training platform 'TES Develop' – exciting addition / more robust • Updates to the draft online safety policy complete (inc Ai) – next step to link appendices / related policies • Updates to KCSiE shared with staff • OPAL Play – children are more engaged; behaviour is dealt with and nipped in the bud need greater staff engagement • PIPs / first aid training – responding to need		
23.25.26	Skills Matix All Gobs completed Skills Matrix		
24.25.26	Term Dates All Governors approved of the school being closed to children for two weeks over the October Half term in school year 2026/27.	Decision	All

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25.25.26	Christian Distinctiveness and SIAMS EJ – Reverend Judy comes to our collective worship every Monday. We have a church service next Tuesday.		
26.25.26	Chairs Business None		
27.25.26	Date and time of next meeting FGB 3 rd February 2026		

Summary of Action Points

1.
2.