

MINUTES OF MEETING

School: Ravenshead CofE Primary School
Meeting title: Autumn term meeting of the Management Committee
Date and time: Tuesday 24 February 2026 at 6:00pm
Location: Via virtual platform

Membership

Mrs E Johnson
Mrs S Page
A Mrs N Thomas (C)
A Mrs S Cope
Mr N Brown
A Mrs G Bodill
Mrs S Keightley
A Mrs S Henson

In attendance Mr D Silcock (Clerk to the Governors)

MC/01/26	Apologies for absence	Action
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Apologies for absence were received from Mrs Thomas, Mrs Cope, Mrs Bodill, and Mrs Henson.
It was
Resolved
Governors approve the apologies for absence.

MC/02/26	Declaration of interest
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There were no declarations for items on the agenda.

MC/03/26	Minutes of the last meeting 7 October 2025
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The minutes of the meeting for October 7 2025 were approved and signed by Mrs Page.
All matters arising have been actioned.

MC/04/26	Safeguarding
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Mrs Keightley reported. We had 1 Child in Need Plan which is now closed. There are 2 LAC from 2 families.
Two MASH referrals did not find any problems.
There were 19 incidents for Harmful Sexualised Behaviour. This number is normal.
One safety Plan was instigated on LA advice.
Online CPOMS recorded 3 issues outside school, and 1 from after school club. All incidents were fully investigated. The out of school issues were around Y5 Whats App messages. Two of the incidents were unkind comments, the other concerned a group chat that included an older male who made inappropriate comments.
These were picked up at an early stage and the group was cancelled.
We received review visits from the LA. Mrs Keightley had a good discussion with the Safeguarding lead who was happy with all aspects of school monitoring and

reporting.
The SLT continue to hold regular meetings for Safeguarding.

MC/05/26 Complaints

Mrs Thomas has been dealing with a complaint. Additional comments have been raised, but these are not part of the complaint.

MC/06/26 Health & Safety

We are currently without a link governor.
Mrs Bodill received visits from ARC, LA, and Insurance representatives to discuss building issues. School is in a poor state and on a (long) list for a potential re-build.

MC/07/26 Accident overview from autumn term

Accidents rates are higher than usual, the wet weather making areas slippery. There were no major accidents but across 2 days before half term we had more slips than usual with Y6 being particularly affected.

Challenge: What action has been taken? We discuss safety in assemblies.

MC/08/26 Attendance overview from autumn term

The SLT met before half term and tweaked the data format.
Attendance is just above national at 95.4%. Persistent, and authorised absences are both below national.

Fining has nil effect whilst creating work for the office and conversations cause tensions with parents.

Challenge: Are groups analysed? Yes, the SLT examine group levels and individuals. Our 32 PP children are at 94.9%, and other non-PP children are on 95.5%.

SEND: ECHP children are at 88.6% but this group includes 2 children on reduced, or flexi-time attendance patterns.

The difference between SEND and non-SEND support is minimal.

We have 1 x LAC child, with no attendance concerns.

Attendees below 80% are examined to understand reasons for absences. These are mostly holidays, anxiety, and hospital visits.

Mrs Keightley has been trained on "Attend" to improve parent discussions, but we have always been strong on communications.

We have found an increase in school-based anxiety, with more boys affected.

Challenge: Why, and what year groups? Y5/6, but we are unsure of the underlying causes.

MC/09/26 Feedback from finance working party

These are excellent meetings. We looked at Wrap Around care and costings to increase income. Mrs Johnson will include a parent survey in the newsletter for possible uptake in summer term. Part of our pitch will be to support vulnerable learners who can attend for breakfast. We will ask if any parents are interested in setting up the venture.

Budget: The September surplus was £12,150, reducing to £8k at the end of January. Mitre was booked to discuss finance before half term but cancelled at the last minute.

Budget setting is due on 19 March 2026.

Extra staff in F1 were discussed but the cost is not viable.

Cleaning/catering. We are not impressed with our contractors, Vertas.

Comment: This was a thorough meeting.

MC/10/26	Budget 2026/27 including services to schools	
	Mrs Bodill is in the process of completing the budget. Governors will receive a copy via Ghub.	
MC/11/26	SFVS	
	To be completed at spring GB meeting.	Agenda
MC/12/26	Staffing	
	There have been a few teacher absences with KS1 staffing being tight. Congratulations to Alex Sutcliffe who is moving to Derbyshire for a head of infant school post. Alex will be missed, her support and work in school has been outstanding. Mrs Brown (Early Years) is moving to Scotland. This vacancy will be covered internally. There will be an internal advert for a KS1/behaviour lead plus an external advert for and Early Years lead teacher. Challenge: Do we have any flexibility around finance and staff. For example, could we advertise for a temporary post? From September Y5/6 will have 105 pupils across 4 classes; we could reduce to 3 classes, saving around £70k. We have a teacher on a temporary contract making the reduction possible. Challenge: Will classrooms accommodate 35 pupils? They are not designed for this number. Challenge: Any behaviour problems? The pupils are mostly a good cohort. Having 4 classes would create a deficit budget which is workable as we would have a recovery plan. Challenge: Would we require split classes for 2027/28? Yes.	
MC/13/26	Governor Visits	
	None of relevance to MC.	
MC/14/26	Date of next committee meeting	
	To be discussed at spring GB meeting.	GB agenda
MC/15/26	Determination of confidentiality of business	
	None	