

MINUTES OF MEETING



**Nottinghamshire
County Council**

School: Ravenshead CofE Primary School
Meeting title: Autumn term meeting of the Management Committee
Date and time: Tuesday 7 October 2025 at 6:30pm
Location: Via virtual platform

Membership

'A' denotes absence

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

In attendance

Mr D Silcock (Clerk to the Governors)

MC/28/25 Apologies for absence Action

Rev Byrom provided apologies for absence.
It was
Resolved
Governors approve the apologies for absence.

MC/29/25 Declaration of interest

There were no declarations of interest for items on the agenda.

MC/30/25 Minutes of the last meeting 29 April 2025

The minutes of the meeting held on 29 April 2025 were approved and signed by Mrs Thomas.
There were no matters arising.

MC/31/25 Appraisal Process

The process commenced this term. Mrs Johnson's appraisal is being overseen by external appraiser Helen Marshall. All staff are completing Teacher Standards and will input personal data for assessment at appraisal meetings. The SIP will be applied to develop targets.
Disadvantaged children are an Ofsted priority. We will think creatively to focus support on closing gaps.
Quality Teaching will be supported by lesson observations and CPD. Subject leadership is reduced. We will ensure subject leaders have a clear grasp of their areas.

MC/32/25 Pupil Numbers

Numbers are low at 359. F1 is good at 27 and F2 has 43. From September 2026 the PAN reduces to 45.

Y1 has 36, and Y2 51 pupils. We have revised our 3 class configuration to Y1, Y1-2, and Y2 to better support our pupils. Parents have been consulted and are supportive.

Challenge: Is the system working? Yes, plus the Y1-2 class receives extra maths provision and learning has not been adversely impacted this year.

KS2 has Y3, Y3-4, and Y4, and 2 x Y5 classes. The split class receives extra resources.

Challenge: Will this format be stable? We may have to lose another teacher and have a split Y5/6 class from September 2026.

Challenge: Any parental concerns? Extra welcome meetings were held at end of summer term. Parents were happy at last week's meetings.

MC/33/25 **Staffing**

Staffing is stable and unchanged. Mrs Johnson displayed the deployment list. There is some in-school movement. Mrs Sawyer(Y5) is taking maternity leave. Mrs Baker in Y6 is a strong addition to our team.

TA Mrs Trayner is retiring. This position will not be filled.

Governors will write to thank Mrs Trayner.

clerk

MC/34/25 **Safeguarding/Health and Safety**

Numbers of Children in Need are starting to reduce. It is baffling why post social assessment; some children's cases are taken up whilst others are refused. The focus seems to be on acrimonious splits where a court order makes intervention a statutory requirement.

Safeguarding referrals are down significantly now that 2 pupils have left school.

Mrs Keightley briefed governors on reports. CPOMS has been updated, and school is more settled this term.

Mrs Thomas will book a safeguarding visit.

C

Challenge: MASH referrals seem patchy. We will make referrals where appropriate.

The H&S policy has been updated and signed by Mrs Thomas.

Comment: We do not have a link governor for H&S. The new parent governors will be asked to take this vacancy.

SLT meetings are held under Ofsted headings.

Challenge: It would be good to allocate link governors to the 7 Ofsted areas to align with the SLT. Link roles will be discussed in autumn GB meeting.

agenda

MC/35/25 **Finance Working Party Update**

The working party of 1 October 2025 discussed finance and pupil numbers.

Mrs Bodill reported a deficit of £30k this September. A comprehensive review reduced this to a surplus of £5,625.

Comment: Congratulations. How was this managed? A staff support team member on long term sick absence has resigned. We are a bit higher in F1 which helps. Mrs Bodill is looking at SEND funding to get an accurate figure. Overall finance should be cleared by the end of November.

TA & teacher redundancies are a future possibility.

We are looking at Wrap Around Care to increase income and attract parents. The initial business plan is boosted by having a spare classroom in KS2. More information will be available at autumn GB meeting.

agenda

Challenge: Do the LA provide finance support? Yes, they visit on 18 October for 0.5 day.

MC/36/25 Policies

Thanks to Mr Brown for proof reading policies for:

Child Protection

Anti-Bullying

Child on Child abuse

The Split Family policy was circulated. Some differences in law we noticed and will be fed back.

MC/37/25 Buildings

The sand pit has been installed. Some 50 tonnes of sand were used to fill the 11m x 4m x 0.5m installation. Cat netting will be fitted. We have also received an eight person tent for OPAL.

Question: Toilet upgrade? We will try to accrue spare funds, but the budget is tight.

We were advised that resilience funding is available to prevent flooding. A complex quote was submitted but there is no money available.

The site manger is proactive in reducing flood damage but can only do so much.

MC/38/25 Attendance & Behaviour

Attendance is above national in key groups, our biggest cause of absences being holidays.

Challenge: Do fines help? They seem to make no difference and create a lot of office work, including chasing parents for evidence. The LA process is variable, and rules seem to change.

Comment: The process seems to encourage parents to provide misleading information.

Behaviour: We have lost 2 children and behaviour is much improved. A Y3 child is on part time attendance. Tonight's SLT meeting discussed normal behaviour, a nice change from last year which was challenging.

Y1 and Y6 are the most challenging cohorts. Y1 lack interaction and Y6 have social and emotional needs.

MC/39/25 Complaints

Mrs Thomas is dealing with a complaint.

MC/30/25 Governor Visits

Governors are requested to email link reports to Mrs Keightley, for filing on Ghub

GB

Comment: Governors thanked Mrs Johnson and the team for their resilience over last year. Despite serious problems with some difficult children staff managed, without any LA help.

Comment: Collaboration could be useful for support.

MC/31/25 Date of next committee meeting

Tuesday 24 February 2026 at 6:00pm

MC/32/25 Determination of confidentiality of business

The governing body membership list, headteacher report, and specific items where noted are confidential.

The meeting closed at 7:15pm.

Signed W. H. Jones (chair)

Date 3/3/26

School Display