

Eardisley C E Primary School Governors

FULL GOVERNORS

Minutes – Tuesday 20th May 2025
7pm - IN SCHOOL

Phillip Whittall - Chair Co Opted Governor	✓	Susan Mealand Head of School Associate Governor	AP	Juliet Clark Clerk	✓
Caroline Morris – Vice Chair Co Opted Governor	✓	Chris Malone LA Governor	✓		
Stewart Debenham Headteacher	✓ virtual	Suzanne Raymond Parent Governor	✓		
Annabelle Griffiths Staff Governor	✓	Angharad Blandford Parent Governor	✓		
Marcus Small Ex-Officio	AP	Mike Browning Parent Governor	AP		
Susan Brown Foundation Governor	✓	Doug Mundford Parent Governor	✓ virtual		

- 1) **Headteacher appointment** – Laura Williams appointment ratified by the GB. All agreed (AG in attendance – non vote)
SD joined meeting virtually.
- 2) **To receive and if agreed, accept apologies.**
Apologies were received and accepted from MSm/SM/MB.
Governors absent with no submitted apology - none
- 3) **To receive declarations of interest.**
None
- 4) **To approve minutes of last meetings held on 31st March 2025**
Minutes from the meeting held on 31st March 2025 were signed and agreed.

Matters arising – CMa asked if SD could provide date for Curriculum Meeting. SD to arrange. Discussion on another Co Opted Governor opening, possible Bizzie Lizzie link?
PW/CMa to visit?

5) **Headteacher's Report to Governors. Previously Circulated:**

Hopefully 10 new year R starters in September. Currently investigating class structure.

SIAMS inspection probably not until 2026-2027

6) **Finance / budget – 2025-2026 budget setting**

SB reported on minutes from finance meeting and budget for 5 year plan, in very good health. Received by GB and all agreed. PW signed.

7) **Health & Safety Report – Previously Circulated On Teams**

PW said he liked the new log in for all staff and visitors.

8) **Policies for review: On Teams**

Child on Child Abuse Policy

Q.

The policy says (top p3); 'it is the product of comprehensive consultation, which has involved staff, parents and a risk assessment.' Is that the case? Maybe it means that the county consulted, not the school?

In the prevention section (p5)

How will governors 'be educated'? There is a lot to take on board in the policy. I do think all governors should read it.

A.

Policy originally taken from LA – this can be removed.

Health & Safety Policy

Q.

1.6 Do we have a School Safety Committee?

29.2 DCSF??

29.3 Do we have a governor committee for Health and Safety, and a Health and Safety governor?

29.7 Do we require visitors to sign to say they are not ill?

p19 Are all gates locked during the school day?

Are there keys in the doors of all rooms for use if required?

A.

Not required but could be considered.

PW agreed to be H&S Governor – sentence needs to be added in Policy to name.

SD to remove DCSF – old name for DFE.

SD to remove 'ill' from policy.

Yes all gates are locked during the school day and keys are in all classrooms if required for gates/doors.

Discussion on out of date policies – list? SD to start next batch.

9) **Attendance Review – see two DfE attendance reports on Teams**

SD reported that school data is auto transferred to DFE. Raising profile, strictly using correct reporting of absence via forms to be completed by parents/guardians and response given in writing.

Q. Are absence due to illness reported? A. 15 days of illness or more need to be reported but no fines are issued.

Discussion of codes used for registers and comparison between schools of absences - SR pointed out that if more pupils, would the average be lower?

10) **IDSR – on Teams**

Pointed out that IDSR is looked at by OFSTED so important to be aware of this before an inspection.

11) **Skills Audit Review**

To be looked at next meeting. PW to review Governor forms with Clerk prior to this.

12) **Further matters**

Wellbeing to be on next Agenda & Skills Audit

AOB

SATS results due 8th July so should have for the next meeting.

SR suggested that where possible, cameras be on for remote attendees for meetings.

Next meeting Monday 14th July 2025 5 pm

Meeting closed 8 pm