

Park House Primary School



FGB Minutes Thursday 13th November 2025 – 6.00pm

Agenda Item:			Lead by:	Actions:
FGB 11.25.01	Welcome/Apologies for absence/ Vacancies	Present: S Kavanagh, M Dore, T Faulkner, L Key, R Allen, O Robinson, L Smithies, L Inglis, T Faulkner, J Hardy, Z Thorpe, L Ellis. Apologies: C Ellis (Illness), D Faulkner (work) Clerk: C Gee	Clerk	
FGB 11.25.02	Declarations of Interest & Register of business interests	➤ No items to declare at this meeting. ➤ Item to be added to the next agenda- Declaration of Interest forms to be resigned by 2 governors.	Clerk	
FGB 11.25.03	Minutes of Previous Meeting – 18 th September 2025	➤ The Minutes from the previous meeting (18th September 2025) were read. ➤ Unanimously approved by all Governors that the minutes were a true record of the meeting.	Chair	
FGB 11.25.04	Governor updates • Vacancies/Election • Monitoring Visit updates • Link Governors	➤ The Clerk reported that we had received one Parent Governor application however it was just out of the advertised time frame. ➤ The Head reported that we had recently received a resignation from a Parent Governor which now leaves 2 vacancies for a Parent Governor. ➤ It was unanimously approved by Governors to accept	Clerk	

Signed by Chair..... Dated:

		the current Parent Governor application and to look at the time frames for recruitment and re advertise the remaining Parent Governor position. ➤ Monitoring visits- a proposal was made to look at arranging individual meetings between Governors and staff subject links. Governors to send their availability between January and Easter to the Head so schedules can be merged. Unanimously approved by Governors. ➤ Link Governors – potential changes were recommended at the previous meeting, L.S was not present at the previous meeting however approved that they be moved to the Year 6 link Governor and J.H will move to PSHE/RSHE.		
FGB 11.25.05	Staffing: • Pay Committee Decision • Short term absence • Appointment	**CONFIDENTIAL ITEMS REMOVED** ➤ S.K and L.K vacated the meeting during all pay discussions and returned once the discussion was over. ➤ Staff reviews and pay scales were reviewed. ➤ The Head reported that a staff member was off on short term absence and that additional hours had been allocated to in house staff members to cover the absence. ➤ The Head reported that the school had appointed someone to fill the office vacancy. ➤ Governors unanimously approved all of the above.	Head	
FGB 11.25.06	Head Teachers report to Governors • Attendance & Admissions update • IDSR – Inspection Data Summary Report • PP on a page • Advisor reports • Curriculum Marketplace	➤ The Head reported that a new document had been released this week that compares Park House Primary School to similar schools, at a particular point there shows no school data however, this is due to a period when the school moved over systems. The Head reported that the school will be set targets based on the new document. ➤ The Head reported that there are spaces in Reception, Year 1 and Year 3 classes and that the school had received applications for already over subscribed	Head	S.K to attend training on the new Ofsted framework.

Signed by Chair..... Dated:

		classes. The Head reported that reception places have now gone live for applications and that a list of people who have been for tours around the school will be kept to compare against admissions. ➤ The Head reported that the persistent absence rate is dropping and is now at 15%. ➤ The Head reported that the school is now running 2 new math hubs however, one of them adds an additional 15 minutes extra math into the timetable ➤ The Head reported that the school is now part of the PINS project and that staff member C.E is leading this. ➤ The Head reported that staff have completed cluster network sessions via Teams. **CONFIDENTIAL ITEMS REMOVED** ➤ Health and Safety – The Head reported that some of the building work had now been completed but further work is scheduled for the future. ➤ The Head reported on the school disco. ➤ The Head reported that the PCSO's were doing workshops with the children and that more sessions were scheduled. ➤ The Head reported that the PTA have recruited new members. ➤ The Head reported on Pupil Premium figures. ➤ The Head reported that 2 advisor visits had taken place and approved that the school keep their current advisor for 3 sessions and that a 4th session will be trialed at no cost to support in Early Years. ➤ Regarding the Curriculum marketplace section the Head reported there is now a new Ofsted framework that focusses heavily on inclusion. ➤ A Governor asked if we could consider publicising the school places in more areas than what we already are. ➤ A governor asked if any more had been thought about creating a new school policy for parents/carers who are NHS workers allowing them approved absence for holidays in term times.		
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Signed by Chair..... Dated:

		The Head answered that they will look to bring this to a later Governors meeting.		
FGB 11.25.07	Policies Pupil Premium (Review)	➤ The Pupil Premium policy was reviewed – no amendments and unanimously approved by Governors.	Head	
FGB 11.25.08	Safeguarding	➤ The Head reported that 2 families are being supported by social care.	Head/Chair	
FGB 11.25.09	Wellbeing - Staff	**CONFIDENTIAL ITEMS REMOVED** ➤ The Head reported on staff wellbeing. ➤ It was proposed that we set aside 30 minutes at the next meeting to discuss this item – unanimously approved by Governors	Head/Chair	
FGB 11.25.10	GDPR	➤ No issues to report	Head	
FGB 11.25.11	Health and Safety/ Accident book - Building update - Disco	➤ These items were discussed in a previous agenda item.	Head	
FGB 11.25.12	Inventory	➤ PC mini people signs donated by the Parish Council – Value of £300 each	Head	
FGB 11.25.13	Correspondence	➤ None	Clerk/Chair	
FGB 11.25.14	Any other business	➤ None	Chair	
FGB 11.25.15	To agree confidential items	➤ Staffing and Pay Committee ➤ Wellbeing	Chair/Clerk	

Signed by Chair..... Dated:

		➤ Health & Safety		
FGB 11.25.16	What have we achieved tonight that will improve outcomes for the children in our school	➤ Curriculum Marketplace ➤ Subject areas and priorities ➤ Building connections with staff	Chair	
FGB 11.25.17	Date and time of next meeting	➤ Full Governing Body meeting Thursday 15 th January 2026 at 6.00pm	Clerk	

Meeting closed at 19.39

Signed by Chair..... Dated: