Park House Primary School

FGB Minutes Thursday 2nd July 2026 – 6.00pm

Agenda Item:			Lead by:	Actions:
FGB 07.26.01	Welcome/Apologies for absence	Present: S Kavanagh, R Allen, J Hardy, Z Thorpe, L Ellis, K Ingram, T Faulkner, D Faulkner, J Howell, O Robinson. Apologies: L Inglis – Personal L Smithies – Work M Dore – Work Clerk: C Gee	Chair	
FGB 07.26.02	Declarations of Interest	➢ C.Gee requested to rescind her Clerk to Governors resignation notice- **Unanimously approved** by all Governors to accept the retraction of notice.	Chair	
FGB 07.26.03	Governor Terms of Office training • Vacancies/term of Office • Position of Chair/Vice Chair • Dates for FGB next year & dates for Curriculum marketplace • Monitoring visits • Training – Safeguarding, GDPR, Ofsted framework	➢ Terms of Office – O. Robinson's term of Office as Local Authority Governor is coming to an end. ➢ Vacancies – we currently have 1x staff Governor vacancy and 1x Parent Governor vacancy. It was **unanimously approved** to re-advertise the positions in November, giving new starter parents the opportunity to apply. ➢ FGB dates – the dates were **unanimously agreed** by all. ➢ Monitoring visits- everyone's availability to be sent over to S Kavanagh. ➢ Training – to be completed Safeguarding, GDPR, Ofsted framework. ➢ Position of Chair and Vice Chair – Governors were asked to consider who they would like to nominate for both positions, although M Dore and T Faulkner	Clerk/Chair	

Signed by Chair…… Dated: ……

		were discussed, no final decision was made, this will be finalised at the next FGB meeting in September. A message regarding this will be posted on Governor Hub.		
FGB 07.26.04	Minutes of previous meeting – 23rd April 2026	➢ It was **unanimously agreed** that the minutes were a true record of the meeting.	Chair	
FGB 07.26.05	Staffing: • Long term absence • Teacher vacancy – Maternity cover • Value basis	All staff members previously on long-term absence have now returned to their full hours. ➢ Teacher vacancy – the school have now appointed a new Pastoral Support Manager who will be starting on the 13th of July 2026 (on reduced hours). ➢ Maternity cover has been appointed, they will spend the day in school on the 17th of July and officially start in September. ➢ Value basis – Current staff members are covering hours. C Gee accepted additional hours. Teachers will stay in their current year groups, however, Teaching Assistants will move around classes.	Head	
FGB 03.26.06	Finance report	➢ We now have a reduced deficit. ➢ New inclusion funding was recently announced that gives an extra £11,000 per year for 3 years. The Head and deputy Head will assess the best areas for this to be spent. There will be a strategy plan and published report on spending. ➢ The Government has announced that Teachers and Teaching Assistants will receive a pay uplift however it will only be partially funded and the additional 1.5% will need to be taken from the school's budget. ➢ We are expecting some additional children in reception. ➢ Free School meals – The categories have now been extended to cover Universal Credit families. This will require the office staff to check weekly.	Head	

Signed by Chair…… Dated: ……

		➢ The Sports premium funding is seizing at the end of July. ➢ Looking into future years, there will be a need to consider how to reduce staffing costs for 1 year. ➢ The Midday supervisor role is no longer available, which will aid this staffing costs reduction.		
FGB 07.26.07	Head Teachers report • Building update • Data/SIP • ASIA monitoring report	➢ Staff are due to complete some training – Safeguarding in September. ➢ PSHE – we will carry on with Jigsaw, adding on PSHE matters to cover diversity, ethnicity, race and SEN. ➢ **Governors suggested doing a diversity day to look at different cultures and also asked if these things are covered in the subject Religious Education** ➢ Attendance – overall the school is doing well, and we are at the national level. ➢ Year 1 phonics screening test- the pass mark was 31 and we are at 90% this year. ➢ Multiplication check/Mastering number- the current year 4 results were fantastic with an increase from last year of pupils achieving 25/25. ➢ End of year assessments – The Year 6 SAT's results will be delayed due to a marking issue across the country. ➢ Science assessments – have improved from last year ➢ Writing assessments – have improved from last year ➢ Shared parent survey reviews - these have generally been positive, some work to be done with families on 'what bullying looks like'. ➢ A new behaviour policy is being created. ➢ Sanctions will be evaluated- needs work dojos and red/yellow cards will be replaced with phone calls home or parent meetings. ➢ A report from the schools ASIA was shared with the Governors. ➢ The art gallery auction raised £340.00- this money will be used to pay a local artist to deliver a workshop at the school.	Head	

Signed by Chair…… Dated: ……

		➢ Building update – all classrooms will have some ceiling work carried out, date to be confirmed. More work will be carried out during the summer holidays including some drainage work to be done.		
FGB 07.26.08	Policies • Data Protection/GDPR policy • SEND information report and policy • Children missing in education CME • Complaints policy • Accessibility plan	➢ The policies were reviewed by all the Governors and **unanimously agreed** to the updates. ➢ A new complaints policy was adopted and agreed by all Governors. **Governors questioned stage 2 of the complaints policy- they would rather it be in writing to clarify it is a formal or informal complaint. Parents/carers should also be offered…if you would like this to be an official complaint then here is the process. It was agreed that a concern would be something that is voiced in person and a complaint will be put in writing**	Head/Deputy Head	S.K to action the additions to the complaints policy.
FGB 07.26.09	Safeguarding update • SCR	➢ Safeguarding – 2x families supported by social care ➢ SCR to be checked in September.	Head	
FGB 07.26.10	GDPR (Data protection) report	➢ It was agreed that there are minor things to change and update in school. The report was **unanimously agreed** by all Governors to accept the report and changes.	Head	
FGB 07.26.11	Health and safety/ Accident book	➢ Hot weather – The school will not be closing ➢ One child has broken their arm playing a game – it was reported in the accident book	Head	
FGB 07.26.12	Inventory – 1x laptop charging trolley	➢ 1x laptop charging trolley	Head	
FGB 07.26.13	Correspondence	➢ C Gee – notice retraction	Clerk	

Signed by Chair…… Dated: ……

FGB 07.26.14	Any other business	➢ A Governor passed on a question from parents asking if there were any plans to delay the school start times for the football – this was declined. There will be no changes to the school times for the football.	Chair	
FGB 07.26.15	To agree confidential items	➢ No items for confidential	Head/Chair	
FGB 07.26.16	What have we achieved tonight that will improve outcomes for the children in our school?	➢ Policies have been updated ➢ We have received good assessment data and pupils are achieving well.	Chair	
FGB 07.26.17	Date and time of next meeting	➢ Full Governing Body meeting Thursday 17th September 2026 at 6.00pm	Clerk	

Meeting closed at 20.10pm

Signed by Chair…… Dated: ……