THE AGENDA FOR THE MEETING OF THE FULL GOVERNING BOARD OF KINGSMEAD PRIMARY SCHOOL TO BE HELD AT THE SCHOOL ON TUESDAY 24h MARCH 2026 AT 5.15PM

Members of the Governing Board

Name	Present	Governor type	End of tenure	Role
James Bugden	✓	Parent	12th December 2028	
Louisa Jones	✓	Co-opted	31 August 2027	Vice Chair of Governors
Chris Lavallee	✓	Parent	6th March 2029	
Neil Martin	✓	Co-opted	22nd November 2027	
Kate Milnes	✓	Co-opted	12th February 2029	
Louise Pheasey	✓	Co-opted	12th February 2029	
Chris Reed	✓	Local Authority	10th May 2029	
Lisa Rutter Brown	✓	Headteacher		Headteacher
Sarah Thornton	✓	Co-opted	27th November 2028	
Jess Tweedie	Apologies	Staff	27th April 2027	
Joanne Watkins	✓	Co-opted	12th January 2027	Chair of Governors
Vacancy		Co-opted		
Other Invitees				
Sam Taylor	✓			School Business Manager
Julie O'Shea	Apologies			Governance Professional

Time	Item
5.15	**1. APOLOGIES FOR ABSENCE** The apologies of Jess Tweedie had been sent in advance of the meeting. **RESOLVED:** That the apologies of Jess Tweedie were accepted by the Board.
5.15	**2. DECLARATION OF PECUNIARY INTERESTS** There were no additional declarations of any potential pecuniary interest or conflict of interest between an individual.
5.20	**3. SCHOOL DEVELOPMENT PLAN** Focus: "Learning Without Limits" – Headteacher The Headteacher provided an overview of the "Learning Without Limits" professional development programme being undertaken with Cheshire Academies Trust. The approach reinforces the school's existing ethos of high expectations for all pupils, avoiding fixed attainment labels, and ensuring equity and inclusion, including for pupils with SEND. Key principles highlighted included:

	• Based on research-informed practice promoting high expectations for all learners, rejecting fixed attainment labels.
	• Strong alignment with existing Kingsmead values, including equity, inclusion, and mixed-ability teaching.
	• Focus on developing metacognition, curiosity, and removing unnecessary ceilings on children's achievement.
	Core Principles
	• Co-agency – pupils as active participants in learning; peer-to-peer learning encouraged.
	• Everyone – all children experience the same rich curriculum, with scaffolding rather than simplified objectives.
	• Trust – mutual trust between children and adults in the learning process
	Implementation Work This Year
	• Staff meetings held on:
	  ○ success criteria and pupil understanding
	  ○ self-assessment and reflection
	  ○ retrieval practice and strengthening long-term memory (sticky knowledge)
	  ○ effective critique (kind/specific/helpful)
	• Evidence-informed coaching cycles have begun, including:
	  ○ teacher self-assessment using rubrics
	  ○ learning observations (non-judgemental)
	  ○ joint reflection and action/planning
	
	Q. How does the approach fits within National Curriculum requirements and how it will work alongside Year 6 statutory assessments?
	A. It is a "vehicle" for delivery rather than a replacement curriculum; it involves stripping back to core learning intentions and sequencing projects (typically 10 weeks) around key drivers such as science, history, or geography, while maintaining discrete teaching where needed. Project timing will be planned so that upper KS2 high-stakes projects do not compromise assessment readiness.
	They'll have that same rich experience when they're in school and trust as well. It's about teachers trusting the children and the children trusting the teachers, you know, and how they'll be supported. So, in schools, it's about inclusive.
	
	Governors discussed opportunities to strengthen transition links with secondary, for example by inviting secondary staff to a Year 5/6 science exhibition as part of future "project-based learning".
	
	Governors also noted the importance of engaging parents to promote a love of learning; the Headteacher advised that authentic audiences and showcase events naturally draw parents in and support learning conversations at home**.**
	
	ACTION: The Headteacher to share exemplar project-based learning outcomes with governors later in the year.

5.40	**4. MEMBERSHIP/CONSTITUTION OF THE GOVERNING BOARD** 4.0 To receive any changes to the Governing Board since the last meeting. The Chair confirmed there had been no changes to the Governing Board membership since the previous meeting. 4.1 Membership

	There remains one vacancy. ● 1 x Co-opted vacancy.
5.45	**5. MINUTES OF THE PREVIOUS MEETING** The Non Confidential Minutes of the Meeting held on 4th February 2026 had been uploaded and Governors were given the opportunity to read these in the meeting. Kingsmead FGB 2 Non confidential Minutes Autumn 2025 .docx - GovernorHub **RESOLVED:** That the non-confidential minutes of the previous meeting were confirmed as a true and accurate record.
5.50	**6. MATTERS ARISING FROM THE MINUTES** Governors discussed the following matters arising which will not be covered elsewhere during the meeting. Governors noted the Governor Effectiveness Tool and skills audit were available on GovernorHub. Governors who had not yet completed these were asked to do so.
5.50	**7. CHAIRS ACTION/CORRESPONDENCE TO THE CHAIR** The Chair reported no urgent actions taken on behalf of the Governing Board since the last meeting. (An update had been circulated separately regarding the photocopier.)
5.55	**8. FINANCE ITEM** 8.0 To receive the SBM's Report - the SBM is to be invited to attend the meeting. Report to FGB February 2026.docx - GovernorHub 8.1 Budget 2025/26 – to receive an update on the current budget position including the projected outturn figure and any variances on the budget set. Key points highlighted: Forecast Outturn ● Predicted carry forward: £15,800, improved by £7,000 since November. ● Expenditure has increased by £22,000, largely due to: ○ continued employment of two TAs on temporary contracts (retained on an "as and when" basis following pupil movement) ○ additional supplies/services (notably OPAL purchases) ● Income has increased by £29,000, including grant funding. Pupil Numbers ● Reception numbers on census day: 39 (now 40). ● 51 first-choice applications for September 2026—strong indication of full capacity. Buildings & Premises ● Ongoing high maintenance costs: ○ Gas hob replacement (£2,000+) ○ £9,000 oven previously replaced ○ Procurement underway for a smaller commercial fridge ○ Alarm system faults costing £2,000+ ○ Fire door magnet failure requiring significant work over half-term Boiler & Heating Review

- School recently received a Building Condition Inspection.
- DfE representatives exploring funding to replace the existing boiler:
  - considering air-source heat pump, new biomass, or new gas boiler
- Headteacher emphasised inefficiencies and high costs of previous biomass system.

Q. Will the LA or DfE fully fund any required system.
Headteacher response: The decision sits with the DfE funding panel.

Security & Safeguarding – Capital Grant Bid

- Following December's invacuation, school will apply for funding for:
  - electronic gates
  - improved perimeter fencing
- Governors discussed parent behaviour during the incident and risks created at the gate.

Wraparound Care Funding

- £15,500 grant received:
  - £10,500 for staffing (incl. SEN support)
  - £5,000 for capital: storage sheds, folding tables, swing bars
- Two children currently receiving free wraparound places.

Donations and Grants

- Kingsmead Parish Council: £200 for music stands
- OPAL funding:
  - £1,000 — Timpson's
  - £500 — Cavendish
  - £4,000 — Bailey Thomas
  - KFA contribution: £6,700 (OPAL, forest school, new hall chairs)

8.2 Governors would receive the draft 2026-27 budget for review and approval highlighting any major changes from the previous year at the next FGB meeting.
Budget Papers February 2026.xlsm - GovernorHub

8.3 Governors received updated the 3-year budget plan.

SECTION 1 - SUMMARY MEDIUM TERM PLAN	2024-25	Actual 2025-26	Forecast 2026-27	Forecast 2027-28
(A) Balance Brought Forward (previous E)		71,439	56,589	15,800
(B) Projected Income (From F)	1,985,615	2,115,091	2,094,343	2,132,627
(C) Projected Expenditure (from D)	2,000,465	2,155,880	2,116,539	2,164,008
(D) In year surplus/-deficit (B-C)	-14,850	-40,789	-22,195	-31,381
(E) Projected Carry Forward (A+D)	56,589	15,800	-6,395	-37,776

8.4 SFVS – to complete the SFVS assessment for 2025/26 and ensure that the following items have been discussed/reviewed/approved by governors.
Governors were asked to read the previous year's Schools Financial Value Standard (SFVS) document in advance of a full review at the next FGB.

- MIFP – to receive any changes to the MIFP for 2026/27
- Scheme of Delegation – to review the scheme of delegation to ensure it is appropriate.

	• The skills matrix for school staff with financial responsibility has this been updated, where gaps have been identified have actions been put in place. • Business continuity plan/Asset Register – Governors to review and approve. • Benchmarking The SBM advised that DfE benchmarking information had been updated for the last financial year and would be analysed ahead of the next meeting. • Contracts –Are there any contracts to review including SBSA and supply contract? • School Management plan including -Asset management plan /Capital management plan. • Gifts and Hospitality Register/policy – anything to report to governors. • School fund – terms of reference (reviewed annually,) Independent Auditor approved by GB. • Staff update vehicle information, (Driving licence, insurance, MOT documents to school office staff for verification all in order). 8.5 Bad Debts write off – Headteacher to inform Governors of any bad debts that require writing off. 8.6 SDP – review the SDP in line with the draft budget.
6.00	**COMFORT BREAK - 10 minutes**

6.10	**9. HEADTEACHER'S REPORT - Non Confidential**
	Governors received the Headteacher's Report
	HT Report Spring 2_2026.docx.pdf - GovernorHub
	
	School Development Plan
	• Focus areas this term:
	  ○ Learning Without Limits
	  ○ OPAL implementation
	  ○ Curriculum refinement in line with new project-based approach
	Teaching & Learning
	• Geography curriculum fully revised; History curriculum now under review.
	• Writing continues to be an area for improvement; handwriting significantly strengthened in KS1.
	Assessment Overview
	• Reading & writing improving across UKS2.
	• Maths slightly weaker in upper KS2 this year; staff analysing potential cohort factors.
	• Gaps evident for SEND and pupil premium learners, as expected.
	•
	Governors questioned the inconsistencies in maths and were reassured by leadership's tracking and planned interventions.
	
	Behaviour & Safety
	• Significant positive impact following two high-needs pupils moving to specialist provision.
	• Reduction in high-level incidents, first-aid events, and lunchtime disruptions.
	• 89% of behaviour incidents attributed to boys (consistent with national trends).
	Safeguarding – Invacuation Incident
	A detailed discussion took place following the malicious voicemail received on the final day of term.
	Key points:
	• Police instructed no immediate communication with parents until information could be verified.

	• Delay in formal police updates over Christmas created uncertainty. • Parent behaviour (social media speculation, arriving at gates, collecting children unnecessarily) escalated risk. • Busy Bees issued incorrect information ("lockdown"), contributing to panic. Revised Communication Protocol The school, LA communications team, and police have now approved: • A pre-agreed immediate statement for use in future evacuations. • Clearer messaging about parent behaviour, including *not attending school unless asked*. Governors supported the updated protocol and emphasised the need for clear parent-facing guidance. ***ACTION: The Headteacher to update the Invacuation & Lockdown Policy and circulate to parents***. •
6.25	**10. EXTERNAL VISITOR REPORTS** The following reports from any external monitoring visits since the last meeting were received. • SIP – no report, however it was agreed that the Board needs to consider the appointment of a SIP in the Summer term. ***ACTION: The Clerk to add the appointment of a SIP to the summer term FGB agendas.*** • Attendance - Register Inspection Kingsmead Reg Inspection feb 26.pdf - GovernorHub Above national average overall. Some pupils with lower attendance being monitored; illness remains a seasonal factor. The Headteacher had attended a RISE Conference. Data has been reviewed and any patterns identified; the teacher is the first port of call in addressing absences. *Q. What happened if a parent adds pictures to social media were it obvious, they are on a holiday/break but notify the school that their child is ill?* *A. The key is the number of absences over a period of time however if we had physical evidence then we would address it.* *Governor comment: Some are so blatant.* Governors received the register report and it was noted how positive it is.
6.30	**11. POLICIES** The following policies had been uploaded for full Governing Body review and approval. • children-missing-education-guidance-and-procedures-1st-september-2025.pdf - GovernorHub • https://app.governorhub.com/document/69b16042a5c56bde5be0d941/vi • DRAFT Substance Misuse Management [03 2026].doc.docx.pdf - GovernorHub **RESOLVED:** That the above policies were approved and adopted by Governing Board.

6.35	**12. CLERKS UPDATE/LOCAL AUTHORITY REPORT** Governors received a verbal update from the Clerk on current matters: School Bulletin February 2026.docx - GovernorHub Schools white paper to rewire education transforming life chances - GOV.UK Every child achieving and thriving - GOV.UK Key principles of Prevent - GOV.UK New employment rights: Guidance for businesses and workers Employment Rights Act 2025: a summary | GovernorHub Working together to safeguard children 2026: summary of changes - GOV.UK The Improving Education Together initiative has developed new resources to support equality and inclusivity in schools and colleges. The new resources are: - an outline of schools' and colleges' legal responsibilities in relation to workforce equality - new case studies on pregnancy, post-maternity support and menopause in the improve workload and wellbeing for school staff service new studies on menopause support and menstrual wellbeing in further education.
6.40	**13. GOVERNOR DEVELOPMENT AND TRAINING** The following training has been completed since the last meeting. Neil Martin – Safeguarding. Sarah Thornton – PREVENT. Louise Pheasey - Visit with Headteacher around HR.
6.45	**14. DATE AND TIME OF THE NEXT MEETING** The next meeting is scheduled for **Monday 11th May 2026 at 5.15pm.**
6.45	**15. GOVERNOR IMPACT** The Governors decisions have impacted on School improvement during the last term. • Strengthened oversight of the curriculum by checking how "Learning Without Limits" fits the National Curriculum and Y6 assessment readiness. • Improved governor monitoring by requesting examples of project-based learning outcomes later in the year. • Supported better transition by exploring stronger links with local secondary schools. • Provided financial challenge by scrutinising budget variances and the improving forecast carry forward. • Strengthened premises risk management by questioning boiler/heating options and funding routes. • Enhanced safeguarding and site security by agreeing clearer invacuation communications and a policy update for parents. • Maintained attendance oversight through reviewing the register inspection report and follow-up expectations. • Ensured compliance by approving and adopting statutory policies. • Strengthened board capacity by highlighting the vacancy and promoting completion of the skills audit. • Improved external challenge by agreeing to progress appointment of a School Improvement Partner (SIP). • Maintained governor development by recording recent safeguarding/Prevent training and monitoring visits.

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