

 OXFORDSHIRE COUNTY COUNCIL www.oxfordshire.gov.uk 	
Marsh Baldon C.E. Primary School The Green, Marsh Baldon Oxford, OX44 9LJ Telephone (01865) 343249 Email: office@marshbaldonschool.co.uk www.marshbaldonschool.co.uk	

MINUTES of Meeting of the FULL GOVERNING BODY (FGB)
Held on Monday 13th July 2026 at 5pm at the school

Present:

Janet Bufford (JB)
Carolyn Hanwell (CH)
Tom James (TJ) Chair
Sue Lucas (SL)
Bella Wakefield (BW)
Tess Stackley (TS)

Co-opted
Headteacher
Local Authority (LA)
Foundation
Staff
Parent

In Attendance:

Kathy Smith (KS)

Governance Professional

1.	Welcome/Apologies/Quorum TJ welcomed everyone to the meeting, thanking staff and governors for their work and commitment to the school over this last academic year. Governors also reflected on the coming weeks, which for some children would bring joy and excitement whilst for others the transition of order and routine from school to home may be challenging. Apologies received and accepted: Tristan Booth (TB) Co-opted Debra Clayphan (DC) (Vice Chair) Co-opted Henry Golland (HG) Parent Liz Gray (LG) Co-opted Quorum: The meeting was quorate	Action
2.	Urgent Business/Correspondence There was no urgent business or correspondence raised for further discussion.	

	had discussed the 'Assessment and Data Analysis – July 2026' previously circulated report in depth noting: Monitoring Governor visits JB (Music Link Governor) had spent time with the children singing and talking about music. Lisa Scott-Russell (class teacher) suggested installing a divide to aid direct teaching - SL (EYFS/Phonics Link Governor) supported this. SL also spent time with children, noting they were articulate and keen to engage with her. TS had spent time monitoring English, noting a focus on spelling. TS completed a learning walk for each year group observing phonics, handwriting, reading and spelling as reported all as positive. TJ commented on children's improved preparation in class 1 for a smooth transition to class 2. Governors asked if transition is more effective with 2 classes than it had been with 3 classes BW confirmed that it is more organised and easier to plan for. CH drew attention to less gaps in their learning with Year 2 ready for that transition. Governors briefly discussed DfE funding for school based nurseries, however, CH advised that more work was needed to prepare and for now the focus is placed on the Enhanced Pathway programme. The pathway requires a separate room which would be available if Early Years and Year 1 are together. DfE Suspension and Exclusion Guidance – July 2026 'DfE: Suspension and Permanent Exclusion for maintained schools, academies and pupil referral units July 2026' had been previously circulated for governor information. Headteacher Appraisal Committee – appoint Governors appointed JB, LG, TJ and the School Improvement Partner (SIP) to form the appraisal committee.	
6.	School Improvement The following reports had been previously circulated via Governor Hub: - Headteacher's Report – July 26 - Assessment and Data Analysis July 2026 – embedded in the Headteacher Report Headteacher's Report/Update incl. GDPR update Pupil update	

	9 children are expected to join reception in September. 2 children are on the waiting list, one of whom would join Year 2 making that class full. Attendance – absence and persistent absence Whole School attendance: 96.1%, national 94.9% and LA 95.1% Persistent Absence (PA): 4 children, one of whom is on a reintegrated timetable, 2 children have improved attendance and the other child has medical needs. Pupil Premium (PP) attendance is lower and will be a focus next academic year. Attendance compares favourably against similar schools. Governors agreed that PP children should be a focus next year. Attainment and assessment, including SATS outcomes SATS results have been delayed until 16th July 2026, progress is good but unlikely to be reflected in SATS results given 54% of Year 6 are on the SEND Register. Data as follows: Good Level of Development (GLD): 80% Phonics Year 1: 80% Phonics Year 2: 100% Multiplication tables check: 60% scored over 20 out of 25 Maths 61%, Greater Depth (GD) 23% Reading 46% GD 23% Writing 54% GD 23% Grammar and Spelling 46% GD 23% Science 46% Are those children ready for secondary education? CH confirmed that Year 6 are ready and prepared for secondary transition. Curriculum and Provision, including internal monitoring and subject leadership CH confirmed that the school had achieved the 'Primary Science Quality Mark' advising that science is a strength of the school. Governors noted that staff are finding it difficult to fit in wider curriculum subjects to the timetable, including; computing and music. SEND and pupil premium The school have been successful in securing an Enhanced Pathway, parents have been informed if their child has been allocated a place on the programme. How many children will be included in the pathway?	
--	---	--

	CD confirmed 4 in the morning session and 4 in the afternoon session and will be based in Robin Room. Propeller Trust continue to provide support to the school. Rhian Woodward (RW) has spent two mornings at Fitzwaryn Special School to observe their practice. One Early Help Care Needs Assessment (EHNCA) for a Year 2 child has been successful, and Annual SEN reviews had taken place. Governors are aware that the government had stated that children with an Education Health Care Plan (EHCP) would be re-assessed in their secondary education and only those with significant complex needs would be awarded an EHCP. What SEND funding is made available if a school has an Enhanced Pathway programme in place? CH explained that top up funding awarded to a child with an EHCP would be redirected to the enhanced pathway. Governors suggested a comparison of progress and attainment when the enhanced pathway has been operational for an academic year. Behaviour, personal development and attitudes CH explained that the Behaviour policy is currently under review, in preparation for its circulation to all parents in September. Behaviour had improved during unstructured breaks and at lunch time, new resources had been purchased which more children are enjoying and engaging with during those breaks. A minority of children contribute to disruptive behaviour, the increase in behaviour incidents is carried out by a few dysregulated children, which will be addressed through Enhanced Pathway provision. Governors were concerned about the impact of this group of children on staff well-being. CH reported that the past few weeks with the hot weather had been tough for staff. Following the comments from JB in her discussions with children, Governors recognised that these children were causing other children to become anxious coming to school. Wider curriculum, including Enrichment Activities/Wraparound Provision and Children's voice Governors recognised that enrichment is a high priority in this school. A school trip is planned to Winchester Science Centre to celebrate the science quality mark award. HG had emailed to congratulate staff and children on fully engaging with Sports Day and to confirm how enjoyable the day was for everyone. Breakfast club and After School Clubs are covered by Teaching Assistant's (TA) and well attended. Children's voice	
--	--	--

	had been well established through leadership roles and activities throughout this year. Engagement with parents and community, including PTA CH circulated copies of the recent parent survey based on 19 responses. The responses were in the main positive, individual comments were included and 94.7% would recommend this school to another parent. There were comments regarding communication and some parents stating that they would like notice of events and activities. However, events are notified within the school newsletter and via parent mail. Detailed analysis of the parent survey will be used to inform the SDP next term. Staffing Are there any new staff joining the school in September? CH confirmed that there had been no new recruitment and the class structure for September is included in the Headteacher report. Staff training CPD is outlined within the Headteacher's report; impact on outcomes is regularly monitored to ensure its effectiveness. Health and Safety Governors were referred to the details outlined within the Headteacher's report. There was nothing additional to report at this time. School improvement update 'Self-Evaluation 2025-2026' had been previously circulated via Governor Hub and will be updated following SATS results. Action: CH Inspection Data Summary Report (IDSR) 'Inspection Data Summary Report – previous 3 years' had been previously circulated via Governor Hub. Governors are encouraged to read it, ask questions and use it to refer to it during an Ofsted Inspection. School Development Plan - update Governors noted that school improvement priorities are linked to the new Ofsted Framework. CH confirmed that staff will be exploring where the learning gaps are and ensuring vulnerable and disadvantaged children's needs are met.	CH
7.	SIAMS update The school visits the church regularly, last week a cohort of children gathered there to share their learning and to sing together.	

	Years 1 and 2 have recently visited a synagogue to explore another religion and will use that knowledge to explore how different beliefs make a difference. Children are provided with opportunities to lead assemblies and to develop their leadership. Work is ongoing to prepare for SIAMS Inspection, which is not due yet; policies are up to date in readiness.	
8.	Safeguarding update Annual Safeguarding Report – Part 1 CH advised that the safeguarding report is now available through a new platform, Part 1 is accessible and should be completed by early September 2026. Keeping Children Safe in Education 2026 ‘Keeping Children Safe in Education 2026 – draft for consultation 12 February 2026’ had been previously circulated via Governor Hub. Governors are encouraged to read parts 1 and 2 and to note changes made.	
9.	Health and Safety • Health and Safety Audit report/Action Plan Governors acknowledged changes to the Epi-pen guidance. Schools are now expected to fund the cost of Epi-pens and to ensure staff know where they are stored. Governors noted that the school has an allergy policy in place.	
10.	Staff and Pupil Wellbeing update Governors had raised concerns with wellbeing given the recent heatwave, recognising that the school grounds offer a lot of shade and energetic games had been avoided during days of excessive heat. The installation of solar film to windows had prevented extreme heating in the classroom. The parent survey had indicated that children are happy and feel safe at school. CH advised that staff are very supportive to each other and are a strong team. A staff wellbeing survey will be carried out in the next academic year.	
11.	Policy review/approval/policy tracker update The following policies had been previously circulated via Governor Hub, discussed in detail and recommended for approval by the Performance and Resources Committees: • Collective Worship • Community Cohesion and British Values • Complaints Procedure • Managing Sickness • PHSE/RSE	

	• Publication Scheme • Remote Learning • Restructuring and Redundancy • Stress at Work • Staff Wellbeing • Whistleblowing Governors approved all of the policies, noting that there is a model DfE policy 'managing serial and unreasonable complaints' which could be linked to the Complaints Procedure.	
12.	Any Other Business There was no further business for discussion.	
13.	Dates of next meeting – Agree schedule of dates Meeting dates outlined in the table below were agreed for 2026/2027. The meeting ended at 6.40pm	

KS 18th July 2026

Schedule of meeting dates for 2026/2026
All meetings start at 5pm

Full Governing Body	Performance Committee 9.30am	Resources Committee	Pay Committee
17 th September 2026	10 th September 2026	16 th November 2026	w/c 9 th November 2026
3 rd December 2026	14 th January 2027	25 th January 2027	
17 th March 2027	15 th July 2027	15 th March 2027	
29 th April 2027		19 th April 2027	
19 th July 2027		5 th July 2027	