

Minutes of the Full Governing Board Meeting

Moorside Primary School and Nursery
held on Thursday 9th July 2026 at 4.30p.m in School.

Nurturing Children to Succeed and Achieve

Present: Chris Lea (**Chair**) (**CL**), Kathy Hammersley (**Vice Chair**) (**KH**), Claire Rowett (**Head**) (**CR**), Matthew Kettlewell (**MK**), Grace Foster-Lilly (**GF-L**), Rachel Allen (**RA**),

Apologies received: Jennifer Pallister (**JP**), Helen Jemmett (Associate) (**HJ**), Kimberley Mearns (**KM**)

In attendance: Gemma Plummer (RSE & PHSCE Lead, Moorside Primary School) (**GP**), Gillian Sulley (**Clerk**) (**GS**)

Governors present: 6

Core Functions of a Governing Board:

- Ensuring clarity of vision, ethos, Safeguarding and welfare of stakeholders and strategic direction.
- Holding the Headteacher to account for the educational performance of the school and its pupils.
- Overseeing the financial performance of the school and making sure its money is well spent.

1.	Welcome to Governors and apologies The meeting commenced at 4:35 pm. The Chair welcomed all Governors to the meeting. Apologies and reasons for absence were received and accepted from Jennifer Pallister, Kimberley Mearns and Helen Jemmett. The meeting was quorate.	
2.	Pecuniary Interests The Chair reminded Governors to declare any pecuniary interests. No new interests were declared.	
3.	Confidentiality The Chair reminded Governors of the need for confidentiality. Any item identified as confidential during the meeting would be noted.	
4.	Declaration of any other urgent business.	

	There was no business deemed to be urgent other than Staffing updates to be discussed under Agenda Point 12.	
5.	Approval and signing of the minutes of the last meeting of 7th May 2026, the meeting scheduled for 17th June 2026 having been cancelled All Governors agreed the minutes to be a true and accurate record of the meeting held on 7th May, 2026. The minutes were signed by the Chair to be returned to the Governor file in School.	
6.	Matters arising and addressing of any Governor actions identified Matters arising and Governor actions had been addressed or were included elsewhere on the agenda.	
7.	Parent Governor Re-appointment There being no other candidates for the position of Parent Governor, Kimberley Mearns was duly re-appointed by the Governors, to serve another term of four years on the Governing Body.	
8.	RSE (Relationships & Sex Education Framework) and Parent Questionnaire Outcomes The RSE Timeline document was circulated prior to the meeting. Governors welcomed GP to the meeting. An overview of the new 2026 statutory guidance for RSE and its place in the PHSCE (Personal, Health, Social and Citizenship Education) curriculum was presented to Governors. While pupils' attendance for Sex Education remains optional for families, Relationships teaching/learning is compulsory, as it covers important safeguarding matters as consent and seeking help. The school uses the 'Kapow' scheme of work which can be adapted to suit the context, such as different year groups, as required by the school. A 'Parent Area' is also included. GQ: What happens to a child who is withdrawn from the Sex Education lessons? The child will attend the statutory part of the lesson then be quietly withdrawn to 'do a job' or similar. GF-L joined the meeting at 16:40 pm. A survey of parents' opinions on this teaching was carried out in March. Detailed feedback will be shared with Governors in due course. Of particular interest to parents had been at what age various issues would be covered. GQ: Is there anything that should be done differently next year?	

	Yes, the curriculum depends on role-play scenarios, and one of these brought up issues that had not been covered in the preceding lesson. The Head observed that while some of the children may appear 'streetwise', this can disguise their immaturity. Frequent reminders of Protected Characteristics, British Values and the need to treat others with respect without stereotyping them were required. GP had organised a very successful and effective Safety Week, which had provided the children with practical skills such as where to turn for help. The Head confirmed that mobile phones had not been allowed in school for the last five years. Any upcoming changes to Government guidance would not therefore present a challenge to the school. Sex Education takes place towards the end of Year 6, by which time the staff know individual pupils well. GP was thanked by Governors and left the meeting after this agenda item.	
9.	School Improvement The OFSTED Grading Areas document was circulated prior to the meeting. The Head confirmed that a report had been received that day from Senior Education Advisor Hilary Cave regarding a visit that took place two days previously. The focus of the visit was Inclusion, with the various areas graded. The school has been awarded a Grade 1 category this year. The Chair reported that as the Governor for SEND he had met with Hilary Cave on this occasion. The Head quoted in detail from the report, emphasising how Governance had been described as a notable strength of the SEND provision. The Chair reminded all Governors that SEND provision is embedded in everything the school does, and not treated as something that happens separately. The positive approach of the Governing Board, with data requested and discussed supportively, has proved very effective. The Head emphasised that she wished to aim for a 'Strong' standard for SEND in the next OFSTED inspection, and while leadership is vital, everyone concerned must understand their roles. There have been some barriers to progress this year, with data being awaiting regarding some initiatives. There is a need for staff to be rigorous, communicate effectively with colleagues and act on the data. The school has high expectations of all its pupils, but sometimes this positivity is not shared by parents. Areas for development include pupils contributing to their IPMs (Individual Provision Maps) where appropriate, and the continued building of a structured programme with parents.	

10.	Safeguarding The Allergens Policy 2026 was circulated prior to the meeting. The Head confirmed that she had recently completed the 'Benedict's Law' training. Governors were invited to attend Safeguarding Training at 9:30 am on the 7th September 2026 in school. This will be led by the Head and include updates regarding Benedict's Law. There are children in school with severe allergies. There is also a LifeVac in school to assist in instances of choking. GQ: What is the procedure for school outings? We would take along the Epipens of specific children in addition to a spare one. They would go in the same first aid kit as the inhalers. Sufficient members of staff have completed first aid training so that there will always be someone appropriate in attendance. Training needs to be updated every three years.	All Govs.
11.	Finance The Head confirmed that there would be a meeting with NYC in September to discuss the budget and in-year deficits. The school's strategy will be to increase pupil numbers, with the associated increased income compensating for any current financial issues. In September, three classes will have the maximum of 30 pupils each, with other classes showing promising numbers. The Chair reminded Governors that there were no significant reserves to fall back on. 10% of the forthcoming pay award is required to be covered by the school's budget. The Head reminded Governors that the Sports Premium grant is to be discontinued, with one payment now remaining. Two specialist SEND schools have reported that they are full and cannot take any Moorside pupils, which makes one question the State's responsibility regarding those children. GC: Finances will always be challenged when funding does not follow the child. The Head commented that children who have parents who can 'push' for the required provision usually receive it eventually. However, some parents have needs of their own and are unable to engage with the necessary processes. The Chair resolved to provide an update to Governors after this meeting, which will include Louise Wilson from Inclusion.	Chair

12.	Headteacher's Report The Headteacher's Report Summer 1 was circulated prior to the meeting. The Head drew Governors' attention to the following points: The HT report indicates that the school currently has ten cases 'open to services'. This information relates to the Spring 1 period, and the number has now increased to 15, with some Child Protection meetings booked for during the summer holidays. The recently-appointed Parent Support Advisor (PSA) has resigned. With safeguarding a priority, HJ and Miss J. Hunton are providing invaluable assistance. HJ is compiling attendance data each Thursday, and this is discussed on Fridays. The first step with parents is to hold a telephone conversation then offer a support meeting. The advertisement for a replacement PSA has been renamed 'Children & Families Manager' and re-worded in the hope of attracting a different kind of candidate. This should be someone who thoroughly understands SEND issues and Safeguarding, and able to provide leadership, making it less a TA role and more a 'social work' position. The effects of this issue on staffing and funding were explained in detail to Governors. NYC will decide the salary band. It is hoped that the post can be advertised in August, with the appointment finalised in September.	
13.	Reports and Updates MK confirmed that he had carried out a Health & Safety visit earlier in the day. A written report is to follow. The Head informed Governors that SATS results had been delayed across the country and were not now expected until the following week. A Pupil Premium update could not be compiled until these results were issued. The Multiplication assessment data indicates a drop to 34% from the previous 50%. This brings the school in line with national averages, rather than exceeding them. Some parents have been unsupportive regarding children working on Times Tables Rock Stars at home as the school had requested.	MK
14.	Governance There were no further matters to discuss under this agenda point.	
15.	Governing Board Evaluation	

	The Chair invited Governors to send any comments regarding his 360° Review to the Head. The '20 Questions for a Governing Board to Ask Itself' process had been completed on a previous occasion and Governors believed it would not be beneficial to repeat this. It was agreed that evidence of robust procedures was detailed in the minutes of FGB meetings. Governor membership of panels regarding Appeals, Complaints etc. will continue to be decided on as and when necessary.	All Gobs
16.	Policies The Allergens 2026 and Accessibility Plan 2026 policies were circulated prior to the meeting. KH reported that she had already made some enquiries regarding the Allergens policy. The Head confirmed that robust procedures were in place for children on the Allergy Register, including their seating arrangements at lunchtime so they could be quickly located in an emergency. Following the completion of the new building, the school has an excellent level of accessibility. GQ: Do we have a policy for supporting pupils with medical needs? Yes, and this is a 'live' document as pupils' needs can change very quickly. GC: There is reference to a questionnaire in the policy. This has been completed and is on the school website. Governors AGREED to adopt these policies.	
17.	Any Other Business Dates of FGB Meetings for the academic year 2026 – 2027. Governors agreed to the next FGB meeting being held on Thursday, 8th October at 4:30 pm in School. The Clerk agreed to draw up a draft list of dates for the rest of the year based on the dates of meetings in the current academic year. This is to be approved by the Head and Chair, and appended to the minutes of this meeting.	Clerk Head Chair

	There being no further business, the meeting closed at 17:50 pm.	
	Key Dates for Governor attendance All meetings to be held in school on Thursdays at 4.30pm unless otherwise notified. Date of the next FGB meeting: Thursday, 8th October at 4:30 pm in School. Upcoming meetings: • 12th November 2026 • 10th December 2026 • 4th February 2027 • 18th March 2027 • 20th May 2027 • 17th June 2027 • 8th July 2027	

Actions arising from this meeting:

Item no.	Action	By
10.	to attend Safeguarding Training, 9:30 am, 7 th September 2026	All Govs.
11.	to provide an update to Governors following meeting with NYC in September 2026	Chair
13.	to circulate Health & Safety Visit Report	MK
15.	to send any comments regarding Chair's 360° Review to the Head.	All Govs.
17.	to compile draft list of dates for next year's FGB meetings	Clerk
	to amend/approve draft list	Chair & Head

Signed: Dated: