LAWN PRIMARY AND NURSERY SCHOOL

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FGBM meeting

DATE: 07.07.26		TIME:5pm Staffroom
PRESENT:-		**Apologies;**
Janet Busby (JB) - Chair Lindsay Wood (Head) Emily Winslow (EW) Karoline Kos (KK) Leanne Lewis (LL) Russell Hall (RH) David Hitchcock (DH) Polly Gillet (PG) Russell Hall (RH) Vice Chair Luisa Stokes (LS) (SBM) Emma Jelley (EJ) (DHT)	Rachel Piper (Clerk) Charlie Berry (CB) (SENDco)	Tayler Aitken (TA)

No:	Minutes
2	Welcomes, apologies, absences, quorum: Governance A minimum attendance of 50% of governors in post is needed for the governing board to make any decisions. It was recorded the meeting was Quorate at the time that any decisions were made. Apologies for absence Apologies were received and accepted from TA. Declaration of Interests in agenda items or any pecuniary interests: No declarations of interest or any pecuniary interests were declared. Approval of Minutes from last FGB meeting dated 18th May 2026 Matters arising. None Minutes approved of the last meeting No outstanding matters arising Going forward Governors would like to improve communication with

	the school council as a ongoing process rather than a single event during the year; it was discussed whether the School Council and other pupil voice forums could share their minutes with Governors going forward and that through the SDP Governors will consider how to strengthen links with the pupil voice .
	<u>Governance</u> **Introductions** Around-the-table introductions were completed for the new Governors, as there had not been an opportunity to do so at the previous meeting they attended. **Election of Chair and Vice Chair** Janet was re-elected as Chair. Russell was re-elected as Vice Chair. **Link Governor Roles for 2026/27** Link Governor roles were discussed, with the Board reviewing each area and considering which Governors would be best suited based on their skills, experience, and the support they could offer to newer members. RP reported that TA had offered to take on the role of Health and Safety Governor. It was agreed that RP will circulate an email to all Governors requesting expressions of interest in the various Link Governor roles. Preferences will be reviewed, and roles provisionally allocated ahead of the next Governing Body meeting, where final decisions will be confirmed
	Strategy and Overview • Headteachers Report (Featuring PTA updates). Governors had 7 days prior to the meeting to read the report and put forward any questions. KS2 SATs Results have been delayed until 16th July due to a national issue. Schools are able to submit remarks and feedback until 7th September. LW provided an update on SATs week and related events. LW informed the Board of how the school managed during the recent period of extreme heat, outlining the measures put in place to ensure pupil and staff safety. Pupil progress meetings are currently taking place and will be summarised along with term 6 data/outcomes in the next FGBM. The SEF is developed under the new Ofsted Toolkit and will be reviewed by SLT at a Blue Kite Development Day–alongside drafting the SDP for 2026/27-later this week. The recent new September intake meeting was well attended. Reception intake numbers are currently at 50, which remains very strong in comparison to other schools. It was confirmed that Reception, Year 2, and Year 4 cohorts will be mixed for the 2026/27 academic year, following the successful mixing of Reception classes in the previous year as they moved from EYFS into KS1, thus mixing classes as they move per phase. <u>Questions from governors:</u> It was noted that some pupil numbers were dropping off from year 3 upwards as class sizes reduce from 60 pupils in a year group. – These changes are related to the usual movement of families moving away from the area. LW confirmed new students apply for admission through SBC and indicate preferences but will only receive a place in accordance with their preferences if there is a space available.

	A governor asked whether any children attending Alternative Provision placements this term? Two children attend Connex - one for two days and one for three and one child attends Swindon Tuition Service Forest School for one session a week from 11am – 3pm **Academisation and Parental Consultation Process** • Governors held a Parent Consultation meeting last week. Thanks were noted to RH, LL and JB for leading the session. • The consultation period remains open until 16th July to allow for any questions or comments to be submitted. Should any responses be received, an additional Governing Body meeting will be convened via Microsoft Teams to review them. At the time of the meeting, no questions or comments had been put forward. • A Department for Education (DfE) representative has now been allocated to oversee the process, including due diligence. In addition, SBC has completed a site visit to review boundaries and related matters, as part of the arrangements for the proposed 125-year lease. Further updates were provided in relation to the academisation process: • SBC has waived their legal fees which was welcomed. • Blue Kite and HR representatives will present to staff in September to revisit the proposal, outline what Blue Kite will offer, and reinforce the value placed on staff within the Trust and to explain and start the TUPE process. • LW and LS met with HR last week to look through tasks to be completed prior to joining and to discuss which taks and processes will become centralised ~~progress discussions~~. A further meeting is scheduled with Blue Kite Finance Team to do the same from a Finance perspective and to review the budget and year-end position. • The school is working towards a proposed conversion date of 1st October. • LS will be undertaking a number of key tasks up to the summer period to support the transition process. • Governors expressed their thanks to LW and LS for the additional work being carried out with BK, including in relation to budget and finance matters.
3	**Safeguarding, Pupil Welfare, Health and Safety, Equality and SEND** • Review and approve RSHE Policy All Governors approved the Policy. RP to advise LF to update the website. • Annual Safeguarding Report, including an update on Children Looked After (CLA) EJ explained what a virtual school is to the board which was detailed in the safeguarding report. A Governor asked will this change when we join Blue Kite – No it won't. *At the bottom of page 2 there is an action point to strengthen leadership and governance. Does the virtual school provide support for governance development? What areas of action to strengthen governance are being suggested?* To date, the Virtual School have not offered any specific training or support. They have also not suggested any areas of action. They have just appointed a new Head and the team have just been moved around. They plan on carrying out more training and network meetings so I will ask at one of these.

Safeguarding Link Governor report

JB has completed three in-person visits this year, in addition to attending three online safety meetings.
It was reported that systems for filtering and monitoring are robust, fully operational, and have been tested during Janet's visits. These are supported by comprehensive and thorough policies, which the school implements effectively.
The Governing Body extended its thanks to EJ and the wider team for their continued hard work in ensuring safeguarding and online safety practices are fully embedded across the school.

A Governor asked how the Safeguarding operation would be when joining Blue Kite?

The Lighthouse team are really effective in offering support and have strong background and experience. Their staff are really knowledgeable, approachable and responsive.

Workshops for parents that the Lighthouse Team that are running are being communicated to families so they may attend.They also use Sarah Turner as the SG advisor who we have used in the past and are booked in for our audit next academic year.

EJ also reported that support had been provided by also Use BeU Swindon (a mental health service) theywho have been fantastic and supporting with pupil workshops, groups and online meetings.

SEND

Dyslexia Friendly Schools verification visit

The school continues to be assessed every three years and is currently the only school in Swindon to have retained this accolade for 15 consecutive years.
It was noted that a press release will be prepared for the Advertiser to highlight this achievement once the award is received.
The Governing Body expressed its thanks to CB and the wider team for their continued dedication and hard work.
An update was also provided on Education, Health and Care Plans (EHCPs), with five new plans recently issued. This suggests that the Local Authority is beginning to address its backlog.

Budget and Finance

Staffing structure for next academic year

The staffing structure for the next academic year has been communicated to parents. LW reported on the arrangements that will be put in place for KS1 next academic year.
One teacher will be commencing maternity leave at the end of the current school year, and two new teachers will be joining the school in September, both are ECTs
From September, the school will have four ECTs (Early Career Teacher)~~teachers~~ in-post.

Review Accounts and overview of draft final three year budget plan

A three-year budget has been prepared and shared with Governors for review.

The current year presents a challenging financial position, with a projected deficit requiring a deficit recovery plan. This will be developed and shared with Governors at an appropriate stage.

The following two years are also expected to remain financially challenging.

Costs associated with joining a Trust, including grants and fees, were outlined. In addition, some existing services will incur costs as the school transitions out of current subscriptions. Any associated savings are not expected to be realised until Year 2.

Recent teacher pay rises have been confirmed and are higher than initially anticipated, adding further pressure to the budget.

Potential opportunities to increase income were discussed, including the use of school facilities for evening lettings and external bookings. Blue Kite has a dedicated team to support the management of such lettings. Any income generated would directly benefit the school.

Questions from Governors

A governor asked – Do BK understand the cost burden of the transition eg dual subscriptions.

Yes they do as this is the case for most schools when they transition.

Curriculum, progress and attainment

Sport Premium Statement fro 25/26 had been prepared and shared with Govenors. It reports £8740 spent on external coaching. A question from governors was:what kind of coaching? Is this for swimming? How will this be impacted by the ending of the PE Premium payments?

This is for our own PE coach (HLTA) in last years reporting tool there was an option to flag this as an internal coach, which was not available this year.

The report notes that activities have been undertaken to improve both girl's access to PE or extra-curricular sport and also similarly for SEND pupils. Could some details please be provided of these activities and the impact on girl's participation and participation by SEND pupils?

LW discussed about how adaptations are made to the curriculum and lessons to ensure that they are inclusive for all children. The school is placing less emphasis on competition within its sports provision, with a greater focus on increasing participation and engagement. A range of alternative schemes are being explored and adapted to support this approach and the provision of clubs is being looked at so the offer is more broad.
Swimming provision continues to present a challenge as many children learn outside of school and the cost of a coach to attend a provision increases charges
The school is exploring the option of installing a temporary on-site pool during the summer term, similar to the model used and observed at William Morris Primary. An initial expression of interest has been submitted; however, there is currently no availability through Fortius, and alternative providers are being investigated.
This approach would reduce costs to approximately half of the current expenditure on swimming lessons.
The anticipated loss of Sports Premium funding represents a significant challenge, as it currently contributes approximately 40% of the school's sports provision costs.
Governors formally ratified the PE and Sports Premium document, which will be published on the school website.

	AOB None JB closed the meeting by thanking all governors and staff for their support during the year.

	Focus for next meeting 06th October 2026 • School council communication – how to have a open forum throughout the year. Add as a agenda item. • KCSIE • School Development plan and SEF • Blue Kite update • SAT results (although circulated via email so not to wait until October.)

EETING ACTION POINTS 20th May 2026		
• Review and approve RSHE Policy All Governors approved the Policy. RP to advise LF.	RP	
MEETING ACTION POINTS 20th May 2026		
Governors are encouraged to review the Ofsted toolkit to support their understanding of the new framework. RP will circulate the relevant link alongside the minutes. • Review and approve RSHE Policy All Governors approved the Policy. RP to advise LF.	RP	Completed
Annual Safeguarding Report, including an update on Children Looked After (CLA), will be added to the agenda for the next meeting.	RP	Completed
RP will review and update meeting dates and times and circulate. Updated dates will be circulated to governors, shared via Outlook calendar invites, and sent to Anna Richardson at Blue Kite. It was also noted that a February Safeguarding meeting needs to be added to the schedule	RP	Completed
RP will circulate an email to gauge interest in the positions of Chair, Vice Chair, and Link Governor roles	RP	Completed
RP to approach community magazine to advertise nursery spaces and school? Would they like a stall at the summer fete	RP	Completed
RP to update LF policies approved	RP	Completed

MEETING ACTION POINTS 24TH March 2026		
RP to update LF policies approved	RP	Completed

RP to ask RH if he can assist CB with EAL Gov Link PINS	RP	Completed
RP to continue onboarding the new governors	RP	Ongoing