



# Education Trust

**Inspiring the individuals of today, for a better society tomorrow,  
“Aspire, Belong, Collaborate”**

**Minutes for the Board of Trustees FGB meeting on Friday 27<sup>th</sup> February 2026  
meeting to be held at 8.00am in the Conference Room at Oldway Primary School**

**Present:** Stewart Biddles (CEO), Jamie Parffrey (C), Matt Redwood (VC), Paul Garside, Pippa Bennett, Alice Bessell

**In attendance:** Eve Edworthy (EYFS Lead at OPS), Faye Steele (Clerk), Lee Vallance (CFO)

**Apologies:** Susannah Teagle

**OPS** – Oldway Primary School  
**RPS** – Roselands Primary School  
**SLA** – Shiphay Learning Academy

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| <b>Spring 01</b> | <p><b>Welcome</b><br/><b>Eve Edworthy – EYFS at Oldway</b></p> <ul style="list-style-type: none"><li>• Eve gave a snap shot of what a child must do to get GLD (Good Level of Development) falling under the categories: ‘Personal, social and emotional development’, ‘communication and language’, ‘physical development’, ‘literacy’, ‘mathematics’.</li><li>• There are lots of pupils with speech and language difficulties, many on a 2 year waitlist for support.</li><li>• Mathematics is more of a challenge for EYFS, Phonics is very high at OPS and gross motor skills such as: jumping &amp; hopping, fine motor skills, pencil control and manipulation with fingers.</li><li>• EE explained the Riviera dolphin: washing hands, using cutlery &amp; colouring in, speaking and listening.</li></ul> |  |
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|  | <ul style="list-style-type: none"> <li>● Maths number bonds to 5 and some will learn to 10, need to subitise: count quickly on dice. Odds, evens and doubles can be quite tricky and so many are doing this already.</li> <li>● <b>JP questioned</b> how many are arriving without the basics already? EE - some are still in nappies (some with additional needs), EE worked with the parents of these 6 pupils in Nursery.</li> <li>● Discussion continued from PG about gross and fine motor skills.</li> <li>● Current picture - 11 children are pivotal, with high expectations for them, teachers are working with them to achieve and aim high.</li> <li>● Government target for 2030 is 75%. <b>MR questioned</b> if it is a sensible target? EE explained how it will be hard for some areas. OPS is currently 84%, the current national figure is 68%.</li> <li>● Attendance can be tricky in EYFS, many pupils do not have to be in school until the term after their 5th birthday, some pupils are currently on 40% absence, teachers are working with these parents.</li> <li>● PG accepting the cohort issue, <b>questioned</b> the clarity on what is working and what you are doing different? EE - changing the curriculum was a big 2 year rolling programme. Making sure all staff are really enthusiastic, ensuring books re high quality (big factor).</li> <li>● OPS achieved 100% in phonics last year, there wasn't any significant need in the cohort, but there is this year. We have a target of 95% this year, 95% would be the top 5 in the country.</li> <li>● EE coaches' staff and trains TAs for consistency.</li> <li>● Maths champions national launch update. EE is developing Maths in Nursery, currently have a scheme linked to White Rose. Sue Gifford (Maths Champions) is a big deal in Maths. The year training course has been started and is brilliant. EEF states impact is plus 3 months progress in maths and plus 6 months progress for disadvantaged pupils.</li> <li>● Discussion followed on Pupil Premium/disadvantaged children.</li> <li>● Update on NELI (Nuffield Early Language Intervention) preschool trial, OPS were a data school and in return received funding of £1000 to buy resources. Feedback is this is a really good course.</li> <li>● Think Equal is a social and emotional language programme, started this year in Nursery and will do in Reception too. Staff will be trained in Forest school and will look at the beach school in the summer term to get gross motor skills (concern we are a bit behind).</li> <li>● Group Trust Research Project in communication and language, which has a significant impact on our most vulnerable children. We will be working with other trusts.</li> <li>● EE explained the SHREK approach.</li> <li>● EE explained the RISE priorities.</li> <li>● EE has been asked by English hub to go out and audit other schools, this is a great opportunity for September start.</li> <li>● <b>MR questioned</b> ow GLD is validated? EE explained the teachers as professionals and meet as a trust and link with other schools to compare. EYFS moderation but is not statutory, the LA come in every 4 years for moderation. MR discussion on tendencies for EYFS to get their numbers up if very close, EE explained the important of being thorough at OPS and in the trust and throw everything at the pupils to ensure they are ready, or if not we know why. Accuracy is very important and not setting any pupil up to fail.</li> <li>● EE explained the writing push.</li> <li>● MR questioned the mixed year classes at Roselands and Shiphay and the impact? EE hs taught mixed classes previously and she can confirm</li> </ul> | <p>Question</p> <p>Question</p> <p>Question</p> <p>Question</p> |
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|  | <p>that pupils learn from each other, but it requires careful planning to ensure all children are succeeding in 2 curriculums. It is not easy but it is doable with careful planning.</p> <ul style="list-style-type: none"> <li>● SB will be contacting LA to fix the in year PAN. 48 at Roselands and 45 at Shiphay.</li> <li>● MR <b>questioned</b> what is needed to offer the provision to 2 years plus? EE explained the room will need to be developed. We will need changing rooms, and a screen area so 2 – 5year olds can mix. Safety is obviously a key issue. Rations will be 1 adult to 5 pupils, EB has said she wants 1 adult to 4 pupils. Nappy change considerations on adults and time.</li> <li>● Discussion on SLA and RPS. Support is being provided for the ECT at RPS, she hadn't had Foundation stage experience. SB confirmed they are minimising the impact on the children. JP <b>questioned</b> if the quality of EYFS is equal in each school? There is a job share at SLA and bit more varied, SB observed good quality provision. There was a damming visit for EYFS at SLA recently, this has been addressed, and it is on the radar. EG will be off for a while for medical reasons, SB is concerned on the impact, SB has got the EYFS leads together to plan for this.</li> <li>● PB confirmed she is happy with the provision.</li> <li>● MR GLD <b>question</b> - do we analyse any areas that children haven't met and are there patterns emerging? SB - yes, Pupil Progress happen in meeting in EYFS too. SB confirmed that Headteacher PB at RPS is an EY and KS1 specialist. SB explained the Trust report and individual school reports so we can compare and break down data and focus on the areas required. MR <b>questioned</b> that when the report arrived, we were doing well against national average, expected development and FSM. Do we think our concerns are cohort specific or an emerging pattern we need to investigate? SB explained that there is a need to go back to basics with PP and FSM, the gap had narrowed during covid and then it increased again. The focus is to ensure all staff are aware of PP and FSM. SB has booked a professional to come in on inset day to work on social and emotional need.</li> <li>● SB explained classroom excellence and routes around the classroom, to check in with PP and particular children. MR <b>questioned</b> if PP have the worst attendance too? Discussion followed on attendances and limited control, but tenacious with pursing attendance. <b>Question</b> - are we doing everything we can? We engage with attendance networks, SB meet attendance leads each half term to discuss attendance targets from the Dfe, SB to share targets <b>ACTION</b> FS add to agenda next year. RPS slightly behind on attendance, they have a new attendance officer. PB has put actions in place. SB will invite attendance leads to FGB next year. <b>ACTION</b>. SB explained the measures taken – pupils are collected from their homes and taken into school, OPS have been offering free breakfast clubs (it is successful with 3 out of 5 families). All schools have moved phonics to later in the morning so the late ones do not miss phonics.</li> <li>● PG <b>questioned</b> the figures in the report – persistent absence at RPS is 17%? SB explained how attendance is always worse at the start of the year as many take holidays in September, some of those families have not been challenged sufficiently during first term, but this has now been picked up by PB.</li> <li>● JP started a discussion on the new White paper. The need to be in a big trust has gone. The LA can set up a trust but are not allowed to be</li> </ul> | <p>Question</p> <p>Question</p> <p>Question</p> <p>Question</p> <p>Question</p> <p>Question</p> <p>A1, FS to add attendance network targets to agenda next year.</p> <p>A2, Invite attendance leads to FGB next year.</p> <p>Question</p> |
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|           | <p>part of the running of it, so effectively there will be no maintained schools, there will be one system and it should be easier and fairer to regulate.</p> <ul style="list-style-type: none"> <li>• Discussion followed on the Inspections of MATs, challenging is who is doing the inspections. Most Ofsted Inspectors have been Heads, but not CEOs, we will need a clear framework. MR questioned where will support come from if required? SB explained how our Trust already works with other trusts for reviews, the CEO group and Trust leaders' network. The south West is the most academised region.</li> </ul>                                                                                                                                                                                                  |                                 |
| Spring 02 | <p><b>To receive and sanction any apologies for absence</b></p> <ul style="list-style-type: none"> <li>• Apologies received and sanctioned for ST.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Apols ST                        |
| Spring 03 | <p><b>To declare and discuss any business interests that may be applicable in accordance with the Governance Handbook</b></p> <p><i>'conflicts of interests do not just relate to financial benefits but can arise where an individual's personal or family interests and/or loyalties conflict with those of the governing body'</i></p> <ul style="list-style-type: none"> <li>• No additional business declarations.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                             |                                 |
| Spring 04 | <p><b>To receive, agree and sanction FGB Minutes of the 5<sup>th</sup> December 2025</b></p> <ul style="list-style-type: none"> <li>• Minutes of the 5<sup>th</sup> December FGB meeting were agreed and digitally signed as an accurate record.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Mins agreed                     |
| Spring 05 | <p><b>To discuss any Matters Arising/Actions from the Minutes of the Meeting 5<sup>th</sup> December 2025</b></p> <ul style="list-style-type: none"> <li>• Actions: NONE</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                 |
| Spring 06 | <p><b>CEO Report</b></p> <ul style="list-style-type: none"> <li>• AB fed back that she is finding the evolving CEO report more useful.</li> <li>• Development plan has been put into a Gantt Chart – this provides clarity on what has been and is yet to be achieved.</li> <li>• Zero-hour contract <b>questioned</b> by JP. LV explained they have historically been used for RPS and Sla wrap around care. They are being phased out, but RPS wanted this variable. Zero-hour contracts are also used for the bank of supply teachers. JP <b>questioned</b> the legality of zero-hour contracts? PG explained that recent changes will affect these contracts, it does suit some individuals. JP asked LV to confirm that the trust is employing everyone to the best of their need? LV confirmed the Trust was.</li> </ul> | <p>Question</p> <p>Question</p> |
| Spring 07 | <p><b>Compliance</b></p> <ul style="list-style-type: none"> <li>• Management Accounts shared with Chair monthly, Trustees at the FGB meetings.</li> <li>• ESFA &amp; AO Letters – none to share.</li> <li>• Resource Management Tool. JP - read well. Due 13th March</li> <li>• The existing requirement for 'at least 1 trustee' to have <b>cyber security training</b>, now added to governance guidance. PG</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                      |                                 |
| Spring 08 | <p><b>Update from the Finance, Audit &amp; risk Committee</b></p> <ul style="list-style-type: none"> <li>• Broadley on track.</li> <li>• Nursery income is down at OPS.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                 |

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|           | <ul style="list-style-type: none"> <li>• LGPS contributions are going down.</li> <li>• Repair spend is going to be slightly over as (FAR Committee) agreed £15k for toilets.</li> <li>• SLA boilers went down over half term. RPS boiler went down on Monday, minor fault.</li> <li>• JP <b>questioned</b> lead time of getting boilers fixed and continuity planning? SB explained initial action of putting heaters in classrooms, discussion followed on hot water implications.</li> <li>• Supply was slightly over budget in December 25, but it has reduced. RPS and OPS are on budget to date, SLA are over budget. MR highlighted that the trustees are assured that the budget is being managed and monitored well, if there is a small overspend on supply, there is an understanding there is a good reason for it. All agreed supply and repairs can be volatile.</li> <li>• MR <b>questioned</b> admissions for 26/27? Maximum 30 at SLA, 40 at RPS and 60 at OPS.</li> <li>• Currently, 48 have indicated their first preference is OPS.</li> <li>• MR <b>questioned</b> Nursery numbers and 2 year olds. Received 12 responses from the expression of interest sent out across the 2 schools. Consider going back to FAR Committee if a third member of staff is required.</li> <li>• RPS transition is good, sharing phonics and invited the nursery to training but the private nursery have their way of doing things.</li> <li>• LV highlighted a big decrease in funding, staff numbers are down by 10%.</li> <li>• Page 5 SMRA report - LV discussed the previous forecast budgets. MR commented that the report was good and financial resources are very well managed.</li> <li>• AB <b>questioned</b> the timing of the budget for next year? Discussion followed on setting the allocation budget with the Heads, meeting today to make the SEN hubs can continue. Working with provisional numbers, the funding is fixed.</li> </ul> | <p>Question</p> <p>Question</p> <p>Question</p> <p>Question</p> |
| Spring 09 | <p><b>To update the Trustees on Matters discussed at the Meeting of the Local Standards Boards</b></p> <ul style="list-style-type: none"> <li>• Minutes circulated.</li> <li>• SB meets with Chairs termly.</li> <li>• Ops have 2 new governors, RPS has 1 new governor. Adverts will continue in the newsletters as we still need more governors.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                 |
| Spring 10 | <p><b>Safeguarding Trustee Link update referencing LSB</b></p> <ul style="list-style-type: none"> <li>• PG to reach out to Safeguarding link governors. <b>ACTION.</b></li> <li>• PG is not aware of any significant concerns in schools, racial incidents and Head together.</li> <li>• New proposals from the LA - MATCP - multi agency needs a voice. Discussion at TAPS what this voice may look like (TESS), discussion on a Head rota. Safeguarding is not just term time, we are part of the conversation but waiting for a solution and agreement.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <p>A3, PG reach out to Safeguarding link governors.</p>         |
| Spring 11 | <p><b>SEND Trustee Link update</b></p> <ul style="list-style-type: none"> <li>• PB has witnessed RPS liaising with Mayfield and fed back how positive and appropriate it is.</li> <li>• PB has visited RPS and SLA now.</li> <li>• FS to re send contact details for all SEND governors <b>ACTION.</b></li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <p>A4, FS re send SEND governor contacts.</p>                   |

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| Spring 12 | <p><b>Racist incidents reported to the LA</b></p> <p><b>Oldway - 2</b></p> <p><b>Roselands - 0</b></p> <p><b>Shiphay - 0</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                    |
| Spring 13 | <p><b>Summary of Policies for Approval:</b></p> <p>Confirm Admissions 27/28 policies x 3 – Discussion on Nursery as an over subscription criteria – SEN , Staff, Siblings and Nursery. Roll over to next meeting <b>ACTION.</b></p> <p>Due Diligence</p> <p>SEND</p> <p>Care for Children</p> <p>Professional Growth</p> <p>Dealing with Allegations</p> <p><b>Policies approved mid-term by CEO:</b></p> <p>Business Continuity Plan</p> <p>Supporting Pupils at School with Medical Condition</p> <p>Collective Worship</p> <p>Administration of Medicines</p> <p>Attendance</p> <p>Online Safety</p> <p>Redundancy &amp; Reorganisation</p> <p>Recruitment &amp; Selection</p> <p>SEXUAL HARASSMENT PREVENTION AND ACTION IN THE WORKPLACE</p> <p>Anti Bullying</p> <p>Collection</p> | <p>A5, Discuss nursery as over subscription criteria.</p>                                                          |
| Spring 14 | <p><b>Any other business</b></p> <ul style="list-style-type: none"> <li>FS, MR, EB, PB, KS attended the IRP training by PHP Law 26<sup>th</sup> Feb 2.00pm</li> <li>Nursery priority admissions</li> <li>Strategy day - early may dates - FS to send out. <b>ACTION</b></li> <li>Re schedule FAR Committee. <b>ACTION.</b></li> </ul> <p><b>Date of next meeting:</b></p> <p>Standards Committee – 28<sup>th</sup> April 2026, 9.00am</p> <p>F, A&amp;R Committee – <del>24<sup>th</sup> April, 9.00am</del></p> <p>FGB – Strategic Planning provisional date <del>27<sup>th</sup> March</del> – need to agree on a revised date due to holidays</p>                                                                                                                                     | <p>Policies agreed</p> <p>A6, FS circulate doodle poll for strategy day.</p> <p>A7, re schedule FAR Committee.</p> |

#### **Actions:**

- A1, FS to add attendance network targets to agenda next year.
- A2, Invite attendance leads to FGB next year.
- A3, PG reach out to Safeguarding link governors.
- A4, FS re send SEND governor contacts.
- A5, Discuss nursery as over subscription criteria.
- A6, FS circulate doodle poll for strategy day.
- A7, re schedule FAR Committee.

A handwritten signature in black ink, consisting of a large, stylized capital letter 'A' followed by a small, curved flourish.

Chair Signature: \_\_\_\_\_

Date: 22<sup>nd</sup> May 2026