

‘Inspiring the individuals of today, for a better society tomorrow’

**Minutes for the Shiphay Local Standards Virtual Board Meeting
Tuesday 10th February 2026**

Present: Kate Lee (Head of School), Elizabeth Guppy (Chair) Charlotte Carruthers (Vice Chair), Tracey Lawrence, Debbie Weible

In Attendance: Louise Silvey (Clerk)

Apologies: Kane Fowler

Spring 01	Welcome CC chairing the meeting	Vice Chair
Spring 02	To receive and sanction any apologies for absence. Apologies received and sanctioned for KF	Sanctioned KF
Spring 03	To declare you are in a secure and confidential environment to continue with an online meeting	All declared
Spring 04	To declare and discuss any business interests that may be applicable in accordance with the Governance Handbook March 2019 <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> TL declared now part of Educated Recruitment	TL declared
Spring 05	To receive agree and sanction Minutes of the Meeting for the LSB Meeting Tuesday 14th October 2025 Agreed and electronically as an accurate record	Minutes agreed
Spring 06	To discuss any Matters Arising from the LSB Meeting Tuesday 14th October 2025 Actions: A1 - All governors complete an Autumn term visit with their link role and send their report to LS. Completed. A2 - All governors to complete face to face Level 2 Child Protection training. All have completed online. A3 - All governors to complete online PREVENT training (if applicable). Completed.	Vice Chair
Spring 07	To discuss any queries that may arise from the Head of School's Report, to include: Update on Safeguarding, CLA, SEND & Pupil Premium Health & Safety/ Accident reporting	KL

	- Recent staff, parent and pupil surveys have highlighted concerns regarding behaviour, safety and bullying Observation of morning 'meet and greet' Learning walk Observation of playtime and lunchtime Discussion with pupils Discussion with staff Conclusion - Overall the behaviour is good in the school and has improved considerably over the past few years but there are inconsistencies. - Support staff raised more concerns than teaching staff - Adult perception is different to the children's (they are more positive) - Staff wearing hi-vis at breaktimes helps Actions - Identify consequences for serious behaviour and specific consequences for children with behaviour plans - Introduce a consistent approach to meet and greet at the beginning of the day, end of break and end of lunchtime - Monitor progress - Provide resource budget for playtimes and install ball catchers - SB has approved TL asked whether the language / visuals regarding behaviour and consequences were easy to read. Language more appropriate for adults. Suggested a golden rules visual for the children for both behaviour and consequences DW asked whether teachers and TA's were clear on what adaptations work for different children with different needs. Suggested more training could be introduced EG asked whether the resources donated by House of Marbles were useful. KL was very appreciative.	Question Question Question
Spring 09	Standards Committee Update, focus for next monitoring visit Meeting didn't take place. SB provided an update to EG.	

Spring 10	Governor Link Role Updates Governors to provide a short summary of termly contact (Autumn term 25/26) Safeguarding and children looked after (CLA) now a combined role. TL agreed to take on the combined role • Safeguarding Link Governor / Safeguarding Link Trustee - Paul Garside • H&S Link Governors – to provide termly update to FAR Committee via Faye Steele • SEN Link Governor / SEN Trustee - Pippa Bennett • Online Safety Link Governor – to provide update to FGB meeting via Paul Garside All governors complete a Spring term visit with their link role contact and send their report to LS and FS.	A2
Spring 11	Acknowledge Policy updates Business Continuity Plan Supporting Pupils at School with Medical Condition Collective Worship Administration of Medicines Attendance Online Safety Redundancy & Reorganisation Recruitment & Selection SEXUAL HARASSMENT PREVENTION AND ACTION IN THE WORKPLACE Professional Growth Anti Bullying Collection Policy updates can be found on the RET website Shiphay Primary School Shiphay Admissions Policy 27/28 – due to be confirmed at FGB 27th Feb 2026	
Spring 12	AOB LSB meeting in school - agreed for Autumn meeting 2026 KL asked governors for volunteers from different professional backgrounds to support a careers week in school. Date of next monitoring visit: Thursday 4 June 2026 Date of next LSB meeting: Thursday 11 June 2026	A3

Actions:

A1 - Safeguarding and SEND governors to review Restrictive Intervention guidance during Summer term link role meetings

A2 - All governors complete a Spring term visit with their link role contact and send their report to LS and FS.

A3 - KL asked governors for volunteers from different professional backgrounds to support a careers week in school.

Chair Signature: E. Guppy

Date: 11th June 2026.