



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 14th February 2025
meeting to be held at 8.00am in the Conference Room at Oldway Primary School**

Present: Stewart Biddles (CEO), Matt Redwood (VC), Pippa Bennett

In attendance: Faye Steele (Clerk), Lee Vallance (CFO)

Apologies: Alice Bessell, Jamie Parffrey, Paul Garside, Suzannah Teagle

Spring 01	Welcome	
Spring 02	To receive and sanction any apologies for absence Apologies received and sanctioned for JP, AB, ST, PG Terms of reference checked and meeting is quorate.	Apols AB, JP, PG, ST.
Spring 03	To declare and discuss any business interests that may be applicable in accordance with the Governance Handbook <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>	
Spring 04	Update from the Finance, Audit & Risk Committee <ul style="list-style-type: none"> £166k deficit. Discussion followed on low pupil numbers, proposed 2.8% teacher pay award without additional funding and union talks to for a £3k support staff pay award. SB looking at structure for next year to present to FAR committee. SB thanked MR and AB for focused input. Discussion followed on DfE standard structure for 3 form entry, 2 and single form entry. Brief from the FAR committee was to go back and look at leadership time and where any reductions can be made. LV and SB working plans are starting 	

<p>Spring 09</p>	<ul style="list-style-type: none"> • Discuss RPS reduction to PAN. Numbers are positive and no immediate need to reduce the PAN. <p>CEO Report</p> <ul style="list-style-type: none"> • RPS Ofsted and 'good improving', great! Positive – so impressed by SEND provision and Pupil Premium. Trust support was highlighted. • Visit to Bourneville to look at Hub provision. Discussion on the Hub Provision idea. • Change of structure on CEO report – possibility, still need a Deputy Head at RPS, ideally secondment for duration of PB role and come from SLA. • Moved IMS system – Arbour. • H&S – JC audits were 100%. Well done to JC and team for audits and huge thanks to JC for all her hard work. • JC put the systems in place – compliance trackers etc. She has a huge network of contacts. Careful monitoring to ensure nothing slips – SB added to Risk Register. • Align pedagogical approach over the summer. Now Steplab is in place, September will be our driver. Curriculum is aligned now and then the way staff teach will be similar, making life easier for the teachers and making things better for the pupils. • RPS shelter update. What started as a £7k shelter for wet play, developed to £25K and planning required. PSA were going to fund it. Put in planning permission and needed more detailed plans and put hold on planning and withdrew application without paying. Now looking at something on a smaller scale. • PB questioned staggered pay. Pay in January and February is brought forward to help cover Christmas. • Attendance – MR can we have the national data. SB - 94.5 national for primary. • PB questioned suspensions and exclusions. OPS particularly, small numbers of the same children. OPS had a behaviour reset in January. SLA one child trying to get into Chestnut. • Staff absence discussion. <p>Estates</p> <ul style="list-style-type: none"> • All in good order. • PBa will come in and meet with each central team rep to go through how things work. • Let's go zero climate and sustainability team have been around. Ultimately in a really good place and a step ahead. They will write the sustainability plan. • Discussion followed on the relevant KPI's. 	<p>Thank you Operations team!</p> <p>Question</p> <p>Question</p>
<p>Spring 10</p>	<p>Update from the Standards Committee In the absence of a meeting in January, SB circulated a report for the Committee.</p> <p>Monitoring Visit focus: The main focus would be greater depth writing. What are the school doing to increase the number of pupils working at the higher standard and can they see these actions happening in class and when they speak to identified pupils. Could they also look at the revised pupil premium strategy for the school so they are aware of this.</p> <p>RPS had previously covered this focus, so DB focused on Pupil Premium and active participation on teaching and learning.</p> <p>Clerk to introduce new link roles to Trustees ACTION.</p>	<p>A3 Clerk to introduce new Link Gobs</p>

Spring 11	<p>To update the Trustees on Matters discussed at the Meeting of the Local Standards Boards</p> <ul style="list-style-type: none"> Governor vacancies Meeting minutes 	
Spring 12	<p>Safeguarding Trustee Link update</p> <ul style="list-style-type: none"> Safeguarding reports circulated to PG. Filtering and monitoring of online safety will be included in the safeguarding reports. 	
Spring 13	<p>SEND Trustee Link update</p> <ul style="list-style-type: none"> SEND reports circulated to PB? Only received contact from OPS. SB send update with staffing structure changes ACTION. 	A4 SB to update with SEND staffing structure changes.
Spring 16	<p>Racists incidents reported to the LA</p> <p>Oldway - 0 Roselands - 3 Shiphay - 0</p>	
Spring 17	<p>Summary of Policies for Approval:</p> <p>SEND OPS Admissions policy 26/27 RPS Admissions policy 26/27 SLA Admissions policy 26/27</p> <p>Policies approved mid-term by CEO:</p> <p>Administration of Medicines Capabilities Collective Worship Outdoor Education Visits on and off site</p>	
Spring 18	<p>Any other business</p> <p>Additional INSET day request.</p> <ul style="list-style-type: none"> SB request for 2025/2026. Request to give staff time to get to twilight staff meetings for additional SEND CPD. This will be aimed at TAs. MR challenged the additional day, discussion followed and TRUSTEES AGREED to the additional day. <p>LSB</p> <p>OPS - currently have 4 governors and 5 vacancies. RPS - currently have 4 governors and 5 vacancies. SLA - currently have 6 governors and 3 vacancies</p> <p>Date of next meeting:</p> <p>Standards Committee – 25/02/25 F, A&R Committee – 14/03/25 FGB – 21/03/25 – CANCEL – Clerk to circulate dates. ACTION.</p>	A5 potential dates for Strategy Day

Actions:

A1 SB to circulate Ofsted parent survey.

A2 Catering contract – May

A3 Clerk to introduce new Link Gvs

A4 SB to update with SEND staffing structure changes.
A5 potential dates for Strategy Day

A handwritten signature in black ink, consisting of a large, stylized capital letter 'A' followed by a smaller, cursive-like flourish.

Chair Signature:
December 2024

Date: 23rd May 2025