

Gresham Village School and Nursery

FULL GOVERNING BODY MEETING

Monday 1st December 2025 at 1800

MINUTES

Present

Stephen Balmer-Walters - Chair	SBW	Sarah Rankin – Clerk
Faye Herron – Head of School	FH	
Rosabelle Batt	RB	
Georgy Clifton-Brown	GCB	
Sophie Neylon	SN	

ACTIONS challenges DECISIONS

1. WELCOME, APOLOGIES AND DECLARATIONS

	ACTIONS
The Chair welcomed Governors to the meeting. There were apologies from RL and LTB. There were no declarations.	

2. MINUTES OF THE MEETING OF 4th NOVEMBER - ACCURACY

	ACTIONS
The minutes of the meeting of 4 th November 2025 were approved for accuracy.	
Matters arising and actions update	
RB to arrange drinks for GS in the new year	
EDP article – outstanding.	
Friends of Gresham Village: FH advised that the Friends are looking to dissolve their charity status which brings with it an unmanageable amount of work. The aim of the Friends confirmed as being to retain the fundraising aspect of the organisation and keep organising fun events for the children. FH advised that the school will take over the Stay and Play sessions. A lottery grant is being applied for by a member of the Friends to enable the Stay and Play to remain open. Feedback from parents regarding the Stay and Play has been overwhelmingly positive with parents valuing the opportunity to make	

connections with other local families. FH advised that Claire is going to step down as Chair. The Friends have advised that the money raised will be spent to enhance Early Years and for play equipment as requested by the School Council. FH advised that money received from Tescos will be spent on creating an SEND garden along with funding a trip for each class during the year. **Governors asked how spend will be communicated to parents to demonstrate the benefit of fundraising.** FH advised that this will be communicated via the newsletter.

3. HEAD OF SCHOOL'S UPDATE

	ACTIONS
School on a Page was circulated in advance of the meeting. The following was discussed:	
<p>External audits. Noted that these have highlighted significant work that needs to be carried out. FH acknowledged that these cannot all be achieved in advance of the Ofsted visit, so prioritisation is taking place.</p>	
<p>SEND audit: This external audit took place with Sally Garrett who is an Ofsted inspector and a SEND practitioner. FH advised that the audit didn't flag up any unknowns, but did provide an excellent list of recommendations and resources.</p>	
<p>Curriculum audit: via VNET. This audit looked at the quality of education through the eyes of a child.</p>	
<p>ACTION: FH to send audits to governors for information</p>	FH
<p>SEND: Governors asked if there are any children waiting for EHCPS to be confirmed. FH advised that there are several applications being put together by the SENDCo. The significant amount of work this entails was acknowledged.</p>	
<p>Ofsted: The upcoming inspection was discussed. FH will work with staff to ensure they feel positive and confident and really clear about the journey ahead. Teachers need to feel empowered to be able to recognise and talk about what has worked and what has not, and used a shared language. Noted that Alastair Ogle will be holding an Ofsted staff briefing on Thursday at 3.30pm.</p>	
<p>Curriculum and learning: FH advised that she and teaching staff are attending other Trust schools to look at mixed year classes and how they are delivered. These visits have been very beneficial. These visits are recognised as good for CPD.</p>	
<p>Visits for prospective parents: this was discussed following feedback received from Strawberry Patch families who were unhappy at the experience of their visit. The expectation of prospective parents to be taken round by the Head was acknowledged. FH advised that EMB carries out the Early Years visits, but this can be looked at. SWB felt that the feedback received is an opportunity to improve the process. Open days were discussed as an opportunity to show off the school in the best light and allow the school to showcase what it offers.</p>	

Governors felt this was a sensible idea which could be promoted locally and would be easier on staff. FH observed that there is lots to do tidying up the school and making it more presentable. Class monitors are being introduced. The library is being relocated to the new classroom to improve cloakroom facilities.

4. SAFEGUARDING

	ACTIONS
LTB advised via email that she attended the school for a monitoring morning with FH in early November, and toured the school with her to visit classrooms and observe morning break time. Attendance, safeguarding action plan and safeguarding checklist discussed.	
Safeguarding action plan: noted that Julie carried out a huge piece of work and recreated the SCR which will be checked by the CEO to ensure it is Ofsted ready. FH will risk assess staff files for those members of staff who have been here a long time. Governors asked that their thanks be passed on to Julie for undertaking this task.	
Pupil survey: discussed. It was agreed to carry out the survey again before February half term using the new Ofsted pupil questions. RB happy to come in to assist if needed.	
Governor monitoring day: LTB asked via email whether a slot could be scheduled to speak to staff about safeguarding during the monitoring day.	

5. GOVERNANCE

	ACTIONS
Annual Governance Statement: updated AGS approved. Clerk to put on website.	SR
Annual LGB self-evaluation: Agreed.	
Reporting to the Trust update: Clerk informed Governors that reports for PP, SEND and Sports premium are now required by the end of term.	

6. POLICIES AND DOCUMENTS

	ACTIONS
The following policies were approved: <ul style="list-style-type: none"> SEND policy Behaviour policy 	

7. INFORMATION DISSEMINATED FROM THE TRUST BOARD

	ACTIONS
None	

8. CHAIR'S BUSINESS/CORRESPONDENCE

	ACTIONS
None.	

9. INFORMATION TO BE SHARED WITH TRUSTEES/MEETING REVIEW AND REFLECTION

	ACTIONS
<p>Best practice/"Hits"</p> <ul style="list-style-type: none"> • SEND and Curriculum audits have taken place with clear recommendations/actions • Pre Ofsted staff meetings/morale boosting/positivity sessions agreed • Governor Ofsted training from CEO to be arranged and extremely valuable • Teachers have visited other schools in the Trust with mixed year groups – hugely beneficial • Change in behaviour seen around the school. New Behaviour and Anti-bullying policy approved tonight • Positive move forward with Friends of Gresham School. Funds generated to be spent on transport, updating Early Years, SEND garden and play equipment • Whole school carol service at the church – Trustees invited • Governor/HT visit to meet Head of Gresham's school. New governor found and potential opportunities for GVSN identified <p>Concerns</p> <ul style="list-style-type: none"> • HT wellbeing due to huge amount of work to be done in a short time frame before Ofsted • The school's reputation in the community and the challenge of negative chatter • The SENDCo's workload given she has taken on 2 other schools in the Trust. • Getting Early Years looking more appealing <p>The Chair commented on the danger of addressing wellbeing too late and urged the Trust to be realistic and proactive in supporting Heads and staff.</p>	

10. A.O.B.

	ACTIONS
<p><i>Visit to Gresham's school:</i> RB reported on a very successful visit to the Prep School. Potential new community governor: Nicholas Matthews. FH to invite him to visit the school.</p>	
<p><i>Nativity:</i> Parents' disappointment in the lack of nativity this year was raised. FH explained that a decision was made to host a whole school carol service in the church to bring the community and school together. FH will send out a</p>	

communication to this effect today. The need to get parents in school to meet Faye and see the improvements being made was raised.	
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With no further business the meeting closed at 8.00pm

Date of next meeting: Monday 2nd February 2026 at 6pm

ACTION LOG

Item	Action	By whom	Date
3	Circulate audits	FH	Next meeting
5	Annual Governance Statement on the website	SR	soonest