

Gresham Village School and Nursery

FULL GOVERNING BODY MEETING

Monday 19th May 2025 at 1830

MINUTES

Present

Stephen Balmer-Walters - Chair	SBW	Sarah Rankin – Clerk
Gillian Sampson	GS	Faye Herron FH – incoming Head
Rosabelle Batt	RB	Ali Nahajski AN
Lauren Taylor-Brown	LTB	
Sophie Neylon	SN	
Alice Vargo	AV	
Georgy Clifton Brown	GCB	

ACTIONS challenges DECISIONS

1. WELCOME, APOLOGIES AND DECLARATIONS

	ACTIONS
The Chair welcomed Governors, Ali Nahajski and incoming Head Faye Herron to the meeting. There were apologies from MG, TB and JM. There were no declarations.	

2. MINUTES OF THE MEETING OF 1st APRIL - ACCURACY

	ACTIONS
The minutes of the meeting of 1 st April were approved for accuracy.	

3. MATTERS ARISING

	ACTIONS
<i>Fitting of solar panels:</i> completed	
<i>Audit of science equipment:</i> will be added to the staff meeting this week.	
<i>Application for emergency SEND funding:</i> actioned by SENDCo.	
<i>Review of school meals:</i> school council meeting was cancelled. Will be put on the agenda for next term. Portion sizes were discussed. Governors observed that all children received the same sized portion whether they are in Year 1 or Year 6. The need to get mealtimes right was stressed. FH noted that at her current school extra meals are ordered in case seconds are requested.	

Support for PTA/friends of GVS: changes in the leadership of the PTA were discussed. It was noted that the LGB have not received any communications regarding this. GCB was asked to reach out to the PTA for an update and to invite them to the autumn LGB meeting.	GCB
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4. COMPLAINTS AND COMPLIMENTS

	ACTIONS
Complaints: one currently being investigated.	
Compliments: nothing to report.	

5. HEADTEACHER'S REPORT INC STAFFING 25/26

	ACTIONS
In MG's absence AN presented the HT report. The following was discussed:	
Summer term events: <ul style="list-style-type: none"> KS1 cross country event took place today. Very successful. KS1 and KS2 sports day coming up Assessment point for years 2 – 5 taking place Year 5 and 6 performance likely to be Macbeth Leavers assembly Governors asked about transition for year 6's and how the children are feeling about leaving GVSN. AN advised that the transition days are coming up at the end of June and that children are feeling happy and positive and ready for high school. AV was asked to reflect on her experience as a parent with a child in year 6. AV reported that inclusive social events are being organised on the parents WhatsApp group. Leavers tops are being organised by a parent. Governors asked what the split is between Sheringham, Cromer and Aylsham secondary schools. AN advised that a couple of children are going to Aylsham High, with the remaining children split 50:50 between Sheringham and Cromer. The importance of parents attending high school open days was flagged and the school's role in promoting this was acknowledged. It was noted that some schools invite year 5 children to taster events. The Chair observed that years 4 and 5 are already talking about moving up.	
Progress: Phonics: AN reported that the final check took place today. Reading: SN to finish reading assessment. Real progress noted. The impact and value of being a partner of the Wensum trust was recognised. It was agreed that staff must be encouraged to access the suite of training courses available via the English Hubs. SATS: Governors were pleased to hear that the children were positive, calm and relaxed during the SATS tests.	

6. SAFEGUARDING

Compliance review: roll over to the next meeting.	

7. SURVEYS

	ACTIONS
The survey results and parents' comments were circulated in advance of the meeting. The following was discussed:	
<p>SEND parents: 50% response rate. 23 children currently on the SEND register. Parents are generally happy that the school values their and their child's views. Staff are approachable and concerns are responded to quickly and effectively. Areas of focus going forward: parents want school to involve parents more and to receive more proactive information regarding support, progress and targets.</p> <p>GS and GCB have discussed the survey results with the SENDCo. It was agreed that more work can be done to empower teachers. KN has discussed results and shared feedback with the staff. Governors were pleased to see that things are moving in the right direction but agreed there is still work to be done. Attendance at the SEND café was discussed. It was noted that parents are often not able to attend due to other commitments. A letter to parents with the feedback was circulated on 14th May.</p>	
<p>KS1 and KS2 parents: 69 returns out of 121 families. Comparison was largely able to be made with last year's survey. A slight dip in some results was noted. An improvement in communication was observed. It was clear from the comments that parents see the staff as the main asset of the school. Parents also value Forest school, trips, activities, sport and music. Areas to work on included behaviour management including lunchtime supervision, communication with parents, increased SEND support, more competitive sport, more after school clubs, consistency with rewards and larger portions at mealtimes. Governors flagged the drop in the number of children feeling safe at school (84% vs 93% last year) and questioned why this should be. A discussion was held. It was felt that in MG's absence and with the cut in TA time, supervision at lunchtime has been challenging. AN advised that lunchtime football is on pause due to a number of incidents, but noted that children are finding different things to do.</p> <p>The Chair felt that it could be valuable to break the 'I feel my child is safe at school' question into two questions as follows: feeling safe in the classroom and feeling safe in the lunch break. This was it would be easier to pinpoint any issues.</p> <p>FH asked whether a pupil survey is carried out. GS advised that pupil voice is a focus on the annual monitoring day, noting that children were asked this question by governors.</p>	

<p>FH asked whether the school zones at playtime. AN advised that this is not carried out but that this could be a solution to behaviour management with fewer staff. It was suggested that Year 6's could run zoned activities and could thrive from the responsibility.</p> <p>FEEDBACK LETTER TO BE COMPOSED AND CIRCULATED BY AN/MG/GS</p>	<p>AN/MG/GS</p>
<p>EYFS parents: to be discussed at the next meeting.</p>	
<p>Parental communication via WhatsApp groups was discussed. It was felt that parents should be encouraged to contact the school if they have any concerns. AN confirmed that parent mail is being circulated in MG's absence. It was agreed that the community need reassurance during this time and that the Chair will contact parents as soon as the current situation is confirmed. SBW AND GS TO DISCUSS COMMUNICATION TO PARENTS WITH RICHARD LORD.</p>	<p>GS/SBW</p>

8. MONITORING

	ACTIONS
<p>Staff Wellbeing survey: AV advised that this was carried out last week and commented that although staff are unsettled currently, there are some positives. 19 returns were received from teachers and TAs. AV advised that responses from office and kitchen staff are not included in the report. Strengths included the following:</p> <ul style="list-style-type: none"> • Strong collegial support and trust among peers. • Clear understanding of job roles and expectations. • Reasonable expectations around working hours. • Presence of a Mental Health Lead in the school <p>Areas for development included:</p> <ul style="list-style-type: none"> • Addressing high workload and task prioritization. • Increasing leadership visibility and commitment to staff wellbeing. • Communicating existing wellbeing and emotional health policies. • Creating designated quiet/rest areas for staff. <p>Governors were keen to obtain further responses particularly from SLT and office staff – AV to action.</p> <p>The value of a snapshot of staff wellbeing was acknowledged. It was agreed that surveys must remain anonymous in order to gain meaningful responses and that therefore grouping responses by staff area (eg admin, TAs, MSA's etc) would undermine anonymity. The importance of responding to staff was agreed to ensure that staff feel they are being listened too. AV WILL CIRCULATE A SUMMARY DOCUMENT TO STAFF WHEN MORE RESPONSES ARE RECEIVED AND REPORT BACK AT THE NEXT MEETING.</p>	<p>AV</p>

Equality and diversity in the curriculum: next meeting	
The teaching of maths to a greater depth: next meeting	

9. WEBSITE UPDATE PRIOR TO TRANSITION SEPT 25

	ACTIONS
It was confirmed that the new website will go live in September. In the meantime it is important to get as much information up to date as possible. Term dates for 25/26 need to be added, and the broken link on the safeguarding page fixed. CLERK TO ACTION.	SR

10. GOVERNANCE

	ACTIONS
<i>Governor training update:</i> SBW advised that he has completed training modules on Health and Safety and on GDPR and data protection. LTB completed the Effective Governance module.	
<i>Trust training dates:</i> Governors were reminded of the Trust wide training taking place on 20 th May (Risk Management), 10 th June (Mental Health and Wellbeing) and 23 rd June (SEND). All welcome to attend.	
<i>Governor attendance at school events:</i> <ul style="list-style-type: none"> Governors were invited to attend the KS2 concert on Friday at 1.30pm. GS reported on a valuable visit to the Stay and Play observing that this has been beautifully set up with lots of different stations available for the children. A food tasting event took place with an external provider who gave a session to parents. GCB will be riding her pony in to school on Friday to show to Early Years. Ed's Mini Monsters will be attending school soon. 	
<i>Feedback from the Chairs' meeting 2.4.25:</i> The following was reported: <ul style="list-style-type: none"> Alastair Ogle is interim CEO DfE being very supportive with regards to the financial recovery Natasha Hutcheson has stepped down as Chair but remains a Trustee. James Macadam is incoming Chair. New members of staff at the Trust include the Head of IT and the Head of Estates. All schools in the Trust are 'good'. Potential GVSN Ofsted visit next year. New Ofsted framework incoming – training will be provided. 	
<i>Governor term:</i> It was noted that SN's 2-year term is coming to an end. Governors thanked SN for all her considerable contributions and hard work on the board over the last 2 years, and were delighted that SN would like to extend her term to a further 2 years.	

11. POLICIES

	ACTIONS
None.	

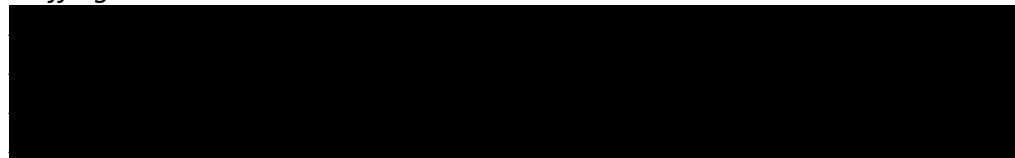
12. CORRESPONDENCE FROM AND TO THE TRUST

	ACTIONS
None.	

13. A.O.B.

	ACTIONS
<p><i>Communication for incoming parents:</i> lack of communication for parents joining the school was raised last year. LTB reported that this is still the case and that no communication has been received at all, and nothing regarding any settling in sessions. GS advised that this question has been asked on the EYFS questionnaire which will be discussed at the next meeting. Governors were surprised to hear about the continued poor communication, given that this has been discussed at length at various points over the past year. It was agreed that this needs to be addressed as a priority. AN was asked to speak to EYFS to ensure that home visits are taking place as agreed.</p> <p>Transition days across the school were discussed. It was confirmed that these take place throughout the year alongside other things to support transition such as visiting a classroom to read a story. SN advised that she runs a transition evening for parents.</p>	AN
<p><i>Mixed year groups:</i> Governors requested an update. AN advised that this is going ahead and class structure is currently being worked on. AN reminded governors that the school has had mixed year classes in the past and that this has worked well. It was noted that Cornerstones has a mixed age curriculum. AN reassured governors by indicating that the balance of need is being looked at carefully in each class, and that children are being placed in the class where the school feels that they will learn best. AN advised governors that at the current time no firm decisions have been made regarding the allocation of children and teachers. A letter to parents will be circulated shortly. Governors felt that this communication needs to be really positive and acknowledged that some parents will need reassurance and the opportunity for a face to face discussion. Governors also felt that it is crucial that the letter be circulated only when all the information is available and the allocation confirmed. This was agreed.</p>	

Staffing: redacted



With no further business the meeting closed at 8.30pm

Date of next meeting Monday 14th July 2025 at 6.30pm