MINUTES OF MEETING

Nottinghamshire County Council

School:	**Trent Rylands Federation**
Meeting title:	**Summer term 2 FGB meeting of the governing body**
Date and time:	**Thursday 9th July 2026 at 5.30 pm**
Location:	**Beeston Rylands Junior School**

Membership
'A' denotes absence

	Ms Lisa Griffiths (Co-chair)
	Mrs Deidre Bagley
A	Mrs Emma Truman
	Mrs Sue Osborne
A	Ms Kate Foale
	Mr Chris Jones
	Mr Alistair McPherson
	Miss Michelle Gough
A	Mrs Tracey Walker
	Mrs Lisa Shepherd (Vice-chair)
A	Mr Samuel Williams (Co-chair)
	Ms Ruth Hall
A	Mrs Charlotte Watts
	Mrs Kathryn Harby
	Mrs Catherine Turner– Headteacher – Beeston Rylands Junior School
	Mrs Janine Barratt – Headteacher – Trent Vale Infant School

In attendance

Mr Stuart Northedge (Clerk to the Governors)
Mr Dan Hancock (Headteacher – Trent Vale Infant School from Sept 2026)

The meeting was chaired by Lisa Griffiths.

GB/55/26 Apologies for absence **Action**

Apologies for absence were received from Samuel Williams, Emma Truman, Kate Foale, Tracey Walker and Charlotte Watts.

It was

resolved

that the governing body consent to these absences.

The Chair welcomed the new Headteacher at Trent Vale Infant School, Dan Hancock, who was observing the meeting. All present then briefly introduced themselves for the benefit of Mr Hancock.

GB/56/26 Declaration of interest

There were no declarations of interest, either direct or indirect, for items of business on the agenda.

GB/57/26 Governing board membership and terms of office ending in the next 12 months

The clerk highlighted the following vacancies on the governing body:

There are currently no vacancies on the governing body, but Chris Jones will step down after this meeting leaving 1 co-opted governor vacancy with a 2nd post becoming vacant in November.

The clerk brought to the attention of governors the following end of term of office:

Mrs Emma Truman – Co-opted – 30th November 2026

GB/58/26 **Approval of minutes of Summer 1 FGB meeting and any additional special governing body meetings**

The minutes of the 1st Summer term FGB meeting held on Thursday 14th May 2026 having been previously circulated were confirmed and signed by the chair.

Review of actions

GB/94/25 - Investigate availability of pots of money which TRF could bid for, for maintenance issues.

Action ongoing. **CT/JB**

GB/26/26 - Before governors agree the GDPR Policy, the Deputy Headteacher and Alistair McPherson will discuss this in more depth, and the policy will be presented to governors again at the Summer 2 FGB.

Action completed.

GB/32/26 - The Headteacher explained that this was done initially but agreed to provide a reminder to pupils about the reasons for the installation of the screen to the road.

Action completed.

GB/45/26 - Following discussion, governors agreed that Janine Barratt would check and review that everything contained in the Confidentiality Policy was in other policies and return to this at the next meeting.

Action completed. Janine Barratt explained that she had cross referenced the policy against others but felt after this the policy did have some strengths and so should remain in place. Governors agreed with this view and approved the Confidentiality Policy.

GB/59/26 **Receipt of minutes and approval of policies from committees and working parties**

Governors confirmed that there were no additional minutes or policies from committees and working parties that needed consideration at this meeting.

GB/60/26 **Finance and HR required governance actions – Summer 2**

Receive school fund audit

The Headteacher at BRJS explained that the audit was still being completed and would be brought back to governors in Autumn 2026. **CT**

Action

Confirmation of completion of all required compliances for current academic year

The Headteacher's confirmed that all required compliances for the 2025-26 academic year had been completed.

TLR Review BRJS

The Chair confirmed that the TLR Review at BRJS has been completed.

GB/61/26 **Evidence holding the senior leadership to account -** Summary of headteacher's report and governors' robust questions and challenge

Summary of Headteacher's report

The Headteacher's had shared their report in advance and had invited any questions and challenge to be submitted prior to the meeting.

In addition to the responses to the questions and challenges shared by the Headteacher's, an updated summary of the ongoing catering challenges at BRJS was also shared with governors.

Governors discussed the difficulties faced at both schools with catering and the Headteacher's emphasised their desire to move away from Vertas as soon as possible. Quotes are already being sought from alternative providers, but if a suitable alternative can't be found the schools will be forced to remain with Vertas.

The Headteacher at TVIS highlighted the high turnover in chefs at the school and explained that 3 had left this year due to the way they were treated by NCC and the equipment provided.

The Headteacher's also confirmed that 6 months' notice had to be given to Vertas and explained that there were two alternative options to cooking on site, which are getting meals shipped in or having ready meals brought in which are then heated on site.

The schools are discussing alternatives with Coombs and Nottingham City Council. This work is being led by the Office Managers, and it is hoped the schools can move their contracts together.

Governors noted their concern around the behaviour from Vertas and the sudden high increases in cost they had now put in place.

Question – a governor asked how much the additional cost per meal was per child?
The Headteacher explained the cost to parents was £3.40 but the school also paid £3.50 per meal.

Question – a governor asked do you have to provide a hot meal?
The Deputy Headteacher checked this during the meeting and explained that although there isn't a requirement for hot meals, it is something the guidance says should be provided.

Governors then discussed the quality of meals provided through Nottingham City Council and were generally positive about what was provided by this service.

The Headteacher added that when both Coombs and Nottingham City Council came to visit the schools, they were very well informed and looked for positive solutions to the challenges.

The Chair then highlighted that the removal of the sports premium would have an impact on the school budget when it ends in January 2027. The Headteacher at BRJS explained that PE provision would remain as it was but less would be provided externally and there would be fewer external clubs.

Governors discussed the model of submitting questions on the various reports and the Headteacher's reminded governors that questions needed submitting by lunchtime on the Tuesday before the meeting.

Governors welcomed the positive results that came from the school parents survey.

Question – a governor asked if some friendship issues were having an impact on the pupil's learning?
The Headteacher explained that friendship issues usually occurred outside of school or in the playground. Children may then find themselves distracted in the classroom but because of the school approach to helping children with disagreements, this is usually stopped quickly.

Question – a governor asked if pupils' comments about too much modelling/teacher talk in lessons, were picked up in subject / teacher observations?
The Headteacher replied that this is a balance. The school needs to scaffold learning to enable children to succeed but also needs pupils to take the lead in their learning. Over teaching has not been seen in observations but this can be triangulated in the Autumn Term.

Question – a governor asked how useful are the attendance summary reports and does it tell you anything you don't already know and flag up any trends or solutions?
The Headteacher replied that the reports don't really tell the school anything new, as attendance is already closely tracked. The trends and solutions aren't overly helpful either.

The Headteacher's explained that both schools were fully aware of the pupils that impacted on lower attendance and that this was a very low number of pupils in both cases. At TVIS this is 3 pupils and the Headteacher described the background to each of these pupils' low attendance and the interventions that had been sought.

The Headteacher at BRJS explained she had 1 pupil they had their attendance taken to court. The enforcement is now closed but the low attendance continues with unauthorised holidays and other absences.

Question – a governor asked if the County Council referral approach was still very consent based?
The Headteacher at BRJS confirmed that social care still wanted parental consent before they would accept referrals for many of their services.

There were no further questions from governors on the Headteacher's Report.

School Improvement Plan End of Year Review

The end of year review of the School Improvement Plan had been shared with governors in advance of the meeting.

Action

Question – a governor asked how would staff like governors to contribute to the school improvement process?
The Headteacher's explained that school leaders will work on the school improvement process and produce a new plan that is manageable. Governors need to understand that any plan needs to be realistic and support this approach.

GB/62/26 Data

The Deputy Headteacher shared a report on the statutory data that had already been confirmed for 2026.

EYFS

The Deputy Headteacher explained that 68.3% of pupils reached GLD and added that after a detailed discussion around one area for one pupil, this wasn't given, which meant that TVIS didn't get to 70% at GLD. This is close to what was expected but the high percentage of EAL pupils and SEND has impacted. There is also a high percentage of summer born pupils.

Phonics Screening Check in Year 1 and 2

87% of Year 1 pupils reached the phonics check threshold at TVIS. The Headteacher explained pupils either scored well or scored very low, there were very few pupils that fell in between.

The interventions received by targeted pupils are really working well. This is demonstrated by the fact that 4 out of 5 pupils then passed the phonics recheck in Year 2.

Multiplication Check in Year 4

The Deputy Headteacher explained this was a real focus at the school and 46% pupils had got full marks compared to 22% in 2025.

Question – a governor asked what had impacted on this improvement?
The Deputy Headteacher explained that new resources had been used from another successful school and the whole programme of preparing pupils had started much earlier.

The Headteacher also highlighted the focus from teachers on pupils learning times tables and that practising the style of tests had also been valuable.

Year 6 Sats

Governors noted that the publication of Year 6 SATs results had been delayed until Thursday 16th July due to issues with IT at Pearson.

The Deputy Headteacher explained that the writing teacher assessments and science teacher assessments had already been submitted.

Governors also highlighted the challenging nature of the Year 6 cohort and how the school was hoping to see strong progress for these pupils.

The Co-Chair asked for thanks be passed on to all staff for the fantastic work they had done with pupils in preparing them for al these assessments.

Action

GB/64/26 Strategic and Curriculum

Governors agreed that this item had already been covered under earlier agenda items.

GB/65/26 Review school vision and ethos - Governor discussion and agreement – on the school website and found in the teaching and learning policy.

Governors agreed that the school vision and ethos was clearly set out on the school website and in the teaching and learning policy.

GB/66/26 Review and approval of

- **Pupil Premium Strategy (+ update on funding)**
- **Sports Premium Strategy (+ update on funding)**

The Deputy Headteacher confirmed that although the pupil premium review wasn't due until the Autumn she updated this document on an ongoing basis.

Question – a governor asked do we have confirmation of sports development funding / premium for next academic year and how this will be spent?
The Headteacher's replied that the current Sports Premium Funding finishes at the end of the academic year. This will be replaced with the PE and School Sports Partnership Network in January 2027. The schools will receive an interim payment in the Autumn Term and as yet there is no clarity on how much the new payment will be and what it can be used for.

GB/67/26 Review of curriculum approach for PP & SEND (including Teaching and Learning Policy)

The Chair explained that Charlotte Watts and Kate Foale had visited to review the impact of pupil premium in both schools. This had included a review of data and progress and a visit to lessons. The reports are available on Governor Hub.

Thanks were offered to governors for undertaking these visits.

GB/68/26 Confirmation of compliance with minimum school week – 32.5 hours

Governors confirmed that both schools were compliant with the minimum school week of 32.5 hours.

GB/69/26 Results from Parent Surveys

The Headteacher's had shared the results of the parent surveys with governors in advance of the meeting. Paper copies of the BRJS results were also shared, with the comments to be uploaded to Governor Hub shortly. **CT**

Governors welcomed the positive responses given by parents to both surveys.

Question – a governor asked about the comment on the modern approach to behaviour and neurodiversity and the mixed aged classes?
The Headteacher at Trent Vale explained parents were concerned about the use of mixed aged classes but there had been no comments about this from parents of new children joining in Reception. This year had been a trial of this approach, and the school now have a better understanding of what works with mixed aged classes. However, pupil numbers mean it is hard to use a different approach.

Action

The Headteacher at Trent Vale also explained she felt the school was forward thinking with its approach to behaviour and neurodiversity, but the school still has to have boundaries and rules. The school has a very relational approach.

GB/70/26 Policy reviews and approval

Annual Leave and Leave of Absence Policy

Governors agreed and approved the Annual Leave and Leave of Absence Policy.

Allergy Policy

Governors agreed and approved the Allergy Policy.

Menopause Policy

Governors agreed and approved the Menopause Policy.

GDPR Performance Report and Policy

Alastair McPherson explained that a further change to GDPR was needed to reflect the need for a separate complaints process around data breaches and data management.

The Deputy Headteacher also highlighted that the regulations specified that neither she or either of the Headteachers could act as DPO and this needed to be addressed at the start of the 2026-27 academic year. **SO**

Governors noted the GDPR Performance Report and Policy

Recruitment and Selection Policy

Governors agreed and approved the Recruitment and Selection Policy.

Lettings Policy and Guidance

Governors agreed and approved the Lettings Policy.

Job Share Policy + NCC job sharing procedure

Governors agreed and approved the Job Share Policy.

Off School Sites Policy

Governors agreed and approved the Off School Sites Policy.

Managing Stress and Promoting Wellbeing Policy

Governors agreed and approved the Managing Stress and Promoting Wellbeing Policy.

Flexible Working Policy

Governors agreed and approved the Flexible Working Policy.

Curriculum Approach Policy – formally Teaching and Learning Policy

Governors agreed and approved the Curriculum Approach Policy.

English Policy

Governors agreed and approved the English Policy.

GB/71/26 **Communication relating to governance**

From chair

The Co-Chair explained there would be a disciplinary hearing at BRJS on Friday 17th July.

From headteacher

There were no further updates or communication from the Headteacher's.

From clerk - Governor Newsletter and actions for governing board

The clerk highlighted the following articles from the second Summer Term Governors Newsletter:-

Summer 2 Newsletter

- **Suspensions, Exclusions and the Role of Governors** – key points for governors.
- **Strengthening Headteacher Appraisal** – details of the support on offer from EM-Ed.
- **Ofsted Update** – a series of questions around the renewed inspection process and a link to the answers to these.
- **National Updates** – Inclusive Mainstream Fund for Schools, Consultation on Changes to School Fund, Parents Guide to getting their children "School Ready".
- **Annual Planning Documents** – details of how these should be completed by boards.

GB/72/26 **Confirmation of dates for 2026-2027 to be agreed** at the meeting in conjunction with the clerk

The governing body

agreed

1st Autumn term – Thursday 24th September 2026
2nd Autumn term – Thursday 26th November 2026
1st Spring term – Thursday 21st January 2027
2nd Spring term – Thursday 11th March 2027
1st Summer term – Thursday 13th May 2027
2nd Summer term – Thursday 8th July 2027

GB/73/26 **Determination of confidentiality of business – for confidential minutes**

It was

Action

resolved

that item GB/63/26 was confidential but all other papers and reports would be made available as necessary.

The meeting concluded with thanks given to Chris Jones for his contribution as a governor over the last 10 years and to Janine Barratt for her many years of service as Headteacher at Trent Vale Infants School.

The meeting closed at 6.58 pm.

Signed ..... (chair) Date .....