



Meeting Minutes

Local Governing Body Meeting
Wednesday 14th January 2026 at 7pm
Ashcombe Primary School.

Attendees: Chris Penny (CP), Zoe Prior(ZP), Katie Robertson (KR), Joanna Rose (JR), Matt Keyse (MK), Jennifer Duffield (JD), Lisa Driscoll (LD), Leila Henry-Thorne (LHT), Michael Latham (ML)

03 26/01 Welcome and apologies for absence

Apologies from GB, SM and LT

03 26/02 Equalities impact, sustainability and climate change assessment

Governors acknowledged and adopted the impact assessment.

03 26/03 Pecuniary and personal interests updates.

Nearly all received.

03 26/04 LGB membership matters

Training almost complete, well done.

03 26/05 Minutes of the meeting held 26th November 2025

The minutes of the Local Governing Body meeting were held on the 26th November 2025 were agreed and signed.

03 26/06 Matters arising

Actions discussed from last meeting:

- **ACTION** – ZP to resend email/poster out to staff – went out but need to send out again and will be spoken about in briefing.
- **ACTION** – Governor to sign off pupil premium strategy – this could perhaps be LHT first job as a governor. – LHT and ML done
- **ACTION** – Term 3 articulate to governor's pupil premium strategy – Sent to governors – Gov – is PPG connected to EHCP funding. – There can be a crossover but it won't stop pupil premium funding. **ACTION** – New framework moving back, go through inclusion record tracker with KR and JD.
- **ACTION** - Pupil premium template for LHT from last report - Sent



- **ACTION** – Share when training for OFSTED will be for governors. – Done and some governors have attended, there are some dates left for governors who have not yet attended – will resend those out but will also be recorded.
- **ACTION** – Staff survey to go out next year – Gone out, closing date is the 16th Jan, parent/carer survey has also gone out. **ACTION** – KR to go through staff survey results with CP.

03 26/07 Policy review

No new policies to adopt

03 26/08 Headteachers Report

Lots and lots has happened this term and last term lots of positive projects got underway, foodbank, residential home visits which has been so lovely to see, the children have come into their own and will definitely want to do more visits, which are really important to keep as part of our curriculum for empathy for others. We have done cooking, children in need, Christmas fayre that raised our highest amount considering the weather, Santa visit, parties, nativities. School referendum who voted for class championships, parent forum which was focused on personal development and wellbeing, not a big turnout but we had some useful feedback and we will try another time of day which we have coming up soon. We had A KMAT inset day, which Simon took the lead on Ofsted and Chris presented on pedagogy. Looking at a whole MAT system for teachers called KMAT Essentials, so by following all the points will lead to an inclusive classroom. Also had a SEN coffee morning which was also low attended but was good for the parents that were able to attend.

School development plan – this is an enormous document based on a new framework toolkit for school leaders and inspectors so everyone knows where everything is. Safeguarding, inclusion – there is no correlation with the old Ofsted gradings from the old framework – Good doesn't necessarily translate into Strong stand etc. The regional chief inspector has said that Ofsted are expecting to see a varied picture across schools. It is a secure fit model which means that every single item needs to be met otherwise the grading slips to the standard below – but we believe we have a strong case for inclusion here at Ashcombe. Teaching and learning - it is hard to argue a strong case for this due to our achievement in national assessments. On the ISDR, which is the inspectors' dashboard, they take into account year 4 multiplication tests, KS2 outcomes, year 1 phonics and early year's provision. We are achieving close to average, and there is trajectory of improvement but may slip into 'needs attention'. Attendance and behaviour – attendance is low but we are taking steps and is currently above national average. Behaviour has been a big challenge but we are taking measures so feel a bit stronger here. Personal development and wellbeing we also feel is strong. In early years we are really proud of the team, we have measures in place GLD (good level of development) is holding at national average levels at the moment and we need to improve in the next few years. Leadership and governance – There are lots that both are doing and that we can show but we aren't showing rapid improvements yet so it is likely we have to grade ourselves at expected at the moment. **ACTION** – assign a governor to read through the development plan to see where we are mid-year and see if actions achieved.

Pupil premium template now looked at three times a year. Average pupil premium is 24% and is we have the most Pupil premium pupils in years 3, 4 and 6. It is quite surprising to see so many in KS1 but we have tried really hard push this. Pupil premium and SEN attendance is most difficult. SEN has picked up but pupil premium remains fairly stubborn at improving, 90.7% so far this year 90.2% last year. We have various children in particular who are highlighted with attendance, such as a pupil being marked as part time timetable but is here for the most of the day. A pupil in year 5 who has high anxiety issues which only started recently so we have tried to get him back into school and a pupil in year 1 who we struggle to get into school but this has improved as a staff member has been collecting them. Gov, what will happen with

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attendance during Morfa Bay for the year 5 children who are not going? **ACTION** – to look at Morfa Bay figures of children who are staying at home. We are below national average for pupil premium which is difficult to tackle, Gov – other schools have a mini bus that collects are we not able to have the same here? Would be great to have that option but unfortunately right now we don't have the funds and it would also take out 2 members of staff which we can't do without right now. Gov – Is there any external support for parents? Family hubs offer parenting courses which we can refer to and MHST (mental health team) help with both children and parents. Local authority help with EBSA (emotional based school avoidance), therapies and screening which is most part handled in school. Gov – I feel that parent courses can have a stigma attached to them, can we offer a softer approach like a coffee morning? Yes, Karen Selway is currently in touch with family hub who are in the process of organising exactly this.

Attainment across school – they used teacher assessments before now the scores are standardised across the MAT so gives a more accurate reading across. Pupil premium and non-pupil premium have quite significant gaps in particular writing.

Safeguarding – Every year we have to submit a 175 audit which is due in February but CT has submitted this already. CT who is our new pastoral lead is a really strong appointment and has organised training for all staff on recording incidents, concerns or general notes. We use all the information even when insignificant at the time to build a picture and if information is recorded incorrectly then things are missed. Initial findings from parents survey regarding bullying incidents is that most parents are happy with the way it was handled. There are also few parents who believe certain situations that were not handled well which will be looked at. We have tightened up on concerns of sexual harassment/assault incidents; CT is conducting some research, as we believe the NSPCC resource on this just isn't good enough and needs to be better. Gov – Will this include the admin team as they see and record many incidents and think this is just as valuable to them? CP – Yes, we will run separate training for admin team. Admissions, not a lot of movement at the moment apart from one pupil moving to Bristol and two pupils joining, we are currently at 627 which is a good number for census day tomorrow (15th Jan).

Attendance is currently at 95.1% (above national) and our persistent absentees are at 12.8%. There has been lots of sickness especially before Christmas. We are getting staff in class to help push attendance; SB visited Haywood Village who are very overt in welcoming children back to school. Deliberate systems, more initially will help build relationships.

Behaviour, we have had had one suspension since our last meeting and 7 pupils on reduced timetables/ This was reviewed by governors – report to follow.

Staffing – We said goodbye to Mrs Bond after 25 years, Mrs Richards has now started who came here from Bournville School, so far we have been really impressed and know she is a very safe pair of hands and a great new addition.

Health and safety – We now have the owls on the roof, which seem to be working to get rid of the seagulls. We had the contractors in to look at the Velux windows in the old building. We had a leak in one of the classrooms, which is temporarily sorted, and 2BF will be moving back to class next week. Wilmot Dickson the original contractors actually came back to us today and hopefully it will be sorted during the school holidays. LD and CP attended the MAT premises meeting and compared to others we are very lucky to have the building have. Fire risk visit will also be happening soon.

03 26/09 Kaleidoscope MAT update



Ofsted heavy currently, there are four schools in the window for inspection.

All the schools are moving to a new management information system, so everything is recorded in one place such as first aid logs, communication with parents etc

The KMAT AGM is on the 21st so please let Aimee Cooper at the MAT know if you are able to attend.

03 26/10 SEND

JD and KR have a meeting with KE on Monday.

03 26/11 Safeguarding

ACTION – CP to book meeting with KR for safeguarding.

03 26/12 Health and safety

There will be another audit before Easter, **ACTION** – to invite governors in for this before Easter audit.

03 26/13 GDPR

CP had training on this today, was good but a lot of work to be done logging processes for the new system.

03 26/14 Wellbeing

Wellbeing will be mentioned at each briefing and staff survey to be looked at.

03 26/15 Governor Development

Training completed, need to look separately at complaints training **ACTION** look at this training for governors – Leading an investigation and performing part of a panel – AGA tools website.

03 26/16 Any other business

Ofsted document sent on the 3rd January, prompts new contextual form and details about the trust supporting the school. **ACTION** – to upload Ofsted document to one drive.

There is a lot of information on the website, almost too much and ML won't sign off until sorted.

ACTION – KR to reach out to ML re website.

03 26/17 Action summery

ACTION – assign a governor to read through the development plan to see where we are mid-year and see if actions achieved.

ACTION – to look at Morfa Bay figures of children who are staying at home.

ACTION – New framework moving back, go through inclusion record tracker with KR and JD.

ACTION – KR to go through staff survey results with CP

ACTION – CP to book meeting with KR for safeguarding.

ACTION – to invite governors in for this before Easter audit.

ACTION look at this training for governors – Leading an investigation and performing part of a panel – AGA tools website.

ACTION – to upload Ofsted document to one drive

ACTION – KR to reach out to ML re website.

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03 26/18 **Date of next meeting**

18th March 2026

