

SPRING TERM 2026

MINUTES of the meeting of the Governors of Chalfont St Giles Village School held at the school on 22<sup>nd</sup> January 2026 at 7.00pm

PRESENT:	Sri Akunuri	Nigel Hobbs
	Ann Alderson	Clive Jones
	Laura Bell	Katherine Mannion
	Gill Brown	Javita Malhotra
	Kym Connolly	Tina Monger (Minutes)
	Patricia English	Barbara O'Farrell
	Olivier Eymery	Becky Spencer
	Alastair Haywood (Headteacher)	Penny Thomson
	Lisa Higgin	Donna Westall (Chair)
	Elaine Hoare	

ABSENT	Hemal Pandya	(apologies received and accepted)
	Russell Turner	(apologies received and accepted)

1	NOTIFICATION OF ANY OTHER BUSINESS	ACTION
2	<b>DECLARATIONS OF INTEREST</b> There were no declarations of interest in items covered at this meeting.	
3	<b>MINUTES AND MATTERS ARISING</b>	
3.1	<b>MINUTES</b> The minutes of the meeting held on 27 <sup>TH</sup> November 2025, having been circulated, were confirmed as an accurate record. The minutes would be marked as signed by the Chair on GHub and would be available on request.	
3.2	<b>MATTERS ARISING</b>	
	<b>3.2.2</b> Collaboration with Iver Village Juniors Iver Village Junior School GB had not yet confirmed	
	<b>3.2.3 Committee Terms of Reference</b> All Committees had met and recommended the terms of reference which were adopted by the FGB.	
	<b>3.2.11 New School Website</b> Parents were able to access the new website over the Christmas break. Some feedback was received from staff and parents. Quite simple suggestions regarding contents and a split for parents and some changes are being made. The issue is the DFE require 107 items of information to be included. Generally, the feedback was positive and was considered a vast improvement. A meeting was planned with a parent from the working group to look at organisation and "marketability".	
	<b>4.2 Inclusion and the curriculum</b> This is ongoing and will be carried forward	
	<b>4.2 SDP GB objective</b> Was set to be Governor engagement with staff.	

	<p>It was suggested to resurrect the end of year social get together between staff and governors. An offer of venue was made and dates would be looked at.</p> <p>Governors were asked to communicate potential topics of conversations/questions for discussion in advance so teachers can prepare effectively for curriculum visits.</p>	
	<p><b>5.2 Approval of Minutes on Governor Hub</b></p> <p>There is a facility on Governor Hub to approve the minutes. It was agreed that this was the way forward.</p>	
	<p><b>7.1 Governor Hub calendar alignment</b></p> <p>Instructions had been sent regarding this before Christmas.</p>	
<b>4</b>	<b>STRATEGIC MANAGEMENT</b>	
<b>4.1</b>	<p><b>Verbal update from the Headteacher</b></p> <p><b>Attendance</b></p> <p>The Infant School attendance at the last meeting was 94%. Now it is 94.3% (National is 94.8%) and this time last year was 94.4%. There had been 34 pupil holiday requests this year to date, compared to 61 pupils to this point last year. The Junior school attendance at the last meeting was 95.7%, now it is 95.4% (National is 94.8%) and this time last year was 94.8%. There had been a reduction in holiday requests from 82 pupil leave requests last year compared to 41 this year.</p> <p>3 referrals had been made to Buckinghamshire Council for an unauthorised absence penalty during term time. One more would be sent upon their return to school.</p> <p><b>SEN</b></p> <p>Three children had received their EHCP (funding will follow) and two are still waiting following their assessments. One had recently had an assessment and so should be received in approx. 6-8 weeks.</p> <p>Buckinghamshire Council are aiming to clear the backlog by the end of the school year. The Buckinghamshire Council SEN Ofsted report is due. There have been a lot of personnel changes.</p> <p>We have received 4 consultations for places in September for children with EHCPs. The SENDCO has been to visit the children in their current settings and each child has significant needs and we will be saying we cannot meet their need. However, the Junior school can be made to go over pupil numbers for SEN children. All other SEN numbers are the same. Play therapy is continuing at both sites.</p> <p><b>School Roll</b></p> <p>We have had one leaver in year 5 and 4 new starters – one each in Reception, Year 1, 3 and 5. 4 Children have started in Nursery. The recent changes made to Nursery admissions appears to be having a positive impact. There is now more flexibility in hours allowing children to stay full days instead of the five mornings and the change in allowing children to attend from the age of three (if there is availability) rather than, (as was the case), having to wait until the term after their third birthday, is working well too.</p> <p><b>Safeguarding</b></p> <p>There were two instances of police being called to family homes. Two children are under family support and one family is under a S47 social care assessment.</p> <p><b>Other News</b></p>	

Andy Cato has returned from sickness absence. Becky Spencer is pregnant and will be leaving a little after Easter. Mrs Warman is currently absent due to undergoing treatment and will be absent until at least February half term.

INSET Day training covered "The Principles of Effective Teaching". This will be a focus over the next four weeks and will be reviewed after Half Term.

Training included the following.

- Do teachers check students are thinking about the key "take aways" from a lesson?
- Over time, how varied are my activities?
- Over time, different contexts are used to explore similar concepts.
- How does the teacher make the lesson part of the curriculum story?
- How effective are teachers' methods of checking?
- How effectively does the teacher present information to students?
- Does the teacher tackle common misconceptions?
- How does the teacher use responses to shape the direction of learning?
- Does the teacher have sound subject content knowledge?

The teachers self-evaluated and the responses varied from 3.3 to 4.4/5.0

There has been the usual array of Trips/PE Festivals including – skipping, circuits, library visits, swimming, dodge ball, songs of praise and upcoming trips to Hazard Alley and the Neasden Temple.

The Christmas Nativities for Nursery, Reception and Years 1 & 2 had all taken place and were all a success.

Two open days had taken place. One at the Infant School was attended by 40 families and one at the Junior School attended by 25 families.

The first Insight data drop had taken place and went smoothly. The next data meeting will look at the reports we can produce.

Census day had taken place at both schools and there was an increase in 15 meals on the day at the Infant School which was deemed a success.

The Finance Working Group are working on some ideas, in particular they are looking at increasing donations from parents as well as communication style of emails and they would like to launch something regarding donations at the forthcoming parents' evenings.

Both PTAs had been very busy hosting many successful Christmas events including Christmas shopping, discos, fayres, cake sales, 3d printing sales, cafes and more. The Junior school had raised an amazing sum – almost £9000.00 already in the Autumn term. The Spring term is expected to be slightly quieter but still lots happening – disco, break the rules day, cakes sales, a Taylor Swift tribute night and family day.

The panto is visiting tomorrow for both KS1 & KS2. Enough money had been raised to cover the cost but by fewer parents contributing.

	<p>The Music and Arts evening is taking place in March and auditions had already begun.</p> <p>The school have applied for 30 places in the London Mini Marathon. If successful, each finisher is awarded £10.00 for their school.</p> <p>A Phonics session is planned for Reception and Year 1 where parents can visit and see Phonics in action.</p> <p>A Reaching Greater Depth parents' information evening is being planned for after half term.</p> <p>The Class rep parents' meetings had taken place. Feedback was given about the ticketing for the Christmas Nativities, as parents found the allocation per family confusing. We would review again for this year. There were no complaints and the group ask the parents if they are happy and the feedback was they were generally happy.</p>	
<b>4.2</b>	<p><b>Budget Monitoring/Financial Planning</b></p> <p>The Bursar has sent the SFVS to the Finance Committee for review and discussion. The final document is due for submission to the LA by 27<sup>th</sup> March 2026 and it was in hand to meet this deadline.</p> <p>Submission of the provisional finance plan to the LA by 6<sup>th</sup> March was currently in review with the Finance Committee and the submission deadline would be met.</p> <p>The final budget submission for 26/27 is due to be discussed with the Finance Committee and would then be an agenda item at the Full Governing Body Meeting on 7<sup>th</sup> May, in time for the submission deadline on what is expected to be 15<sup>th</sup> May.</p>	
<b>5</b>	<p><b>Delegated Reports – Committees</b></p>	
<b>5.1</b>	<p><b>Finance Committee</b></p> <p>The Junior School is expecting a £145,000.00 deficit at the end of this Financial year. This has not changed since the previous meeting. The Infant School is expecting a £20,000.00 deficit. We are not expecting the SEN expenditure to worsen. The Bursar is working on the 3-year forecast and has a new modeller. There is no increase to per pupil funding.</p>	
<b>5.2</b>	<p><b>Infrastructure Committee</b></p> <p>Some outstanding issues had been outsourced for completion but there is still lots to do. A timetable had been created for the Site Manager to schedule jobs but it has become apparent how many urgent daily tasks there are that pull him away from his schedule. The cover Site Manager (Gerry) had experienced this too. 45 jobs had been completed in the last two weeks and the plan was to utilise Gerry to assist with some of the bigger jobs.</p>	
<b>5.3</b>	<p><b>Other Committee updates</b></p> <p><b>Communications Committee</b></p> <p>The Government in collaboration with "Parent Kind" have issued new guides for parents and for schools regarding complaints. The simplified version has been saved on Governor Hub in the Comms Committee</p>	

	folder. The NASUWT had also had input. The documents are there for review by Governors at the next Communications committee meeting.	Comms Committee
<b>6.0</b>	<b>Delegated Reports – Governors</b>	
<b>6.1</b>	<b>Chair</b> Schools are expected to have a policy on mobile phone use in school. This can be included in the Behaviour or Acceptable Use policy or created as a standalone policy. Consultations are ongoing in the Commons regarding Children on Social Media and use of Phones.	C&S Committee
<b>6.2</b>	<b>Safeguarding/Wellbeing Governor</b> The latest report was uploaded on Governor Hub a few days ago. Staff wellbeing will be discussed at the next Personnel committee meeting.	
<b>6.3</b>	<b>SEND Governor</b> Jamie Oliver has been campaigning for SEND reform and whilst the Government has talked of extra funding for SEND there is little detail yet about how this may be received or accessed.	
<b>6.4</b>	<b>Pupil Premium Governor</b> No meeting has yet taken place	
<b>6.5</b>	<b>Development Governor</b> Any recommendations for governor training undertaken should be reported. On 20 <sup>th</sup> May 2026 there is Primary Curriculum training. With the recent Ofsted changes this is recommended for all governors. Bucks Education Partnership on Governor Hub is a useful tool for recommendations for training and development. Prevent training is taking place on 02/02/26 for all staff at the Junior school at 3.45pm. It is the online Home Office training. The BEP are running their Annual Governor conference on 28/04/26 between 6.00 – 8.00pm. It is free and online so any Governor can attend.	All
<b>6.6</b>	<b>Other Governor Visits &amp; Reports</b> <b>There have been no Governor visit reports since the last meeting.</b> It was requested to have a protocol for visits and for staff to have the questions in advance. On Governor Hub there are “How to” guides and there are guides for visits, best policy and questions or suggested topics.  <b>Maths Monitoring Visit.</b> This had taken place and Years 1 & 2 were happy. Years 3 & 4 had more issues and gave more feedback. This included - moving on too quickly, more differentiation, it’s either too easy or too hard. They would like more outdoor learning. The children were asked about practical uses of Maths, but the younger years did not understand the concept. The Governors reported that the children were confident, eloquent and articulate and a real credit to the school, and both the higher and lower sets were equally enthusiastic. The Year 5 & 6 children said they do not use ICT for Maths as often as they would like. The top sets do use the ICT suite weekly for Maths and the children regularly use the iPads.  Science would be the topic for the Spring term and would tie in with Science week from 6 <sup>th</sup> – 10 <sup>th</sup> March. It would also be an opportunity to look at how the new Kapow scheme is going.	

	24 <sup>th</sup> March was suggested for Years 5 & 6 and 25 <sup>th</sup> March for Years 3 & 4 and one of these dates would be confirmed for Years 1 & 2.	DW to confirm monitoring visits
<b>7</b>	<b>Other Matters</b>	
<b>7.1</b>	<b>New Business/Items for Action</b>	
<b>7.1.1</b>	<b>SEND White Paper Developments</b> The paper is expected by Spring and will document the government's plan to reform SEND, including any further financial support from the Treasury. It is speculated that the DfE will take on all Local Authority SEND debt. Councillor Carl Jackson is keen to visit schools in Bucks.	
<b>7.2</b>	<b>Items to Note</b>	
<b>7.2.1</b>	<b>Updated Meeting Digital and Technology Standards in Schools and Colleges</b> Infrastructure Committee to review	Infrastructure Committee
<b>7.2.2</b>	<b>DfE Policy Paper: Maximising Value for Pupils</b> The Finance Committee will review. It is looking at the value of the £ per pupil and achieving the best outcome.	Finance Committee
<b>7.2.3</b>	<b>Restrictive Interventions:</b> New guidance effective April 2026. The existing policy is due for review in June. There are not expected to be any big changes only tweaks. The change is likely to do with reporting. If we have to use force and when it needs to be reported to parents. If we "escort" a child there is no requirement to inform parents but if we have to "restrain" this must be reported to parents.	C&S Committee
<b>8</b>	<b>GB Skills Audit</b> Thank you to those who have already completed this. More Governors are required to view and complete the audit. We are looking at what skills or experience you have and if or what other training is required.	All to complete
<b>9</b>	<b>Date of Next Meeting</b> This has been scheduled for 12 <sup>th</sup> March 2026 at 7.00pm	
<b>10</b>	<b>Any Other Business</b> All are sorry to hear Ann Baines is unwell and would like their best wishes to be passed to Ann.	DW
<b>11</b>	<b>Evaluation of the Meeting</b> Governors confirmed that the meeting was conducted in an open manner and that all governors were invited to participate and contribute to discussions. It was confirmed that all members of the Governing Board would have access to these minutes.	

Signed..... Date.....

CHAIR