



MAYFIELD PRIMARY SCHOOL

Meeting of the Full Governing Body

Tuesday 3rd June 2025 at 6.00pm

Attendance

Sarah Stepney (Head)	✓	Ann Nicholls	✓
Anna Chaudhri (Chair)	✓	Andrew Monteath	✓
Stephen Atkinson	✓	Serin Dabb	AA
Alison Cox	AA	Eugene Krasnikov	✓
Patrick Gosling	✓	Rehana Kousar	NA
Ciara Murray	✓	Will Taylor	✓
Graeme Cooper	AA	Rachel Biltcliffe	✓
Jack Rudin	✓	Kate Webb	✓
Ellie Taylor	✓	Aylin Ertik Usug	✓
		Louise O’Gorman (Clerk)	✓
Associate Members (no rights to vote.)			
Kate Challis	---		

Actions are highlighted in **RED**.

1	<u>APOLOGIES AND DECLARATION OF INTEREST</u> Alison, Serin and Graeme sent their apologies ahead of the meeting. No apologies were received from Rehana. There were no interests to declare.	<u>Action</u>
2	<u>MINUTES OF THE LAST MEETING AND MATTERS ARISING</u> The minutes of the last meeting held on the 1 st May had been distributed prior to the meeting.	

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	<p>Actions</p> <ul style="list-style-type: none"> • The wording for the application loan was amended by Kate and has been submitted. • Kate Webb was welcomed to the GB as a new Co-opted governor. She introduced herself to the governing body and gave a brief description of her experience in schools. • Anna has contacted the LA regarding children climbing trees. Sarah and Ciara have met with the LA and the EHCP of a particular child has been reviewed. A further meeting is being held this week with the LA and a team at the school regarding the issue. Sarah advised the GB that if no resolution is made at the meeting, she may have to consider further measures, to make sure the child is safe in school. <p>Other resolutions have been explored, such as an alternative provision, and part time timetable, but this must be agreed between all parties.</p> <p>Patrick will bring the matter to the attention of the Health and Safety Executive if no resolution can be found.</p> <p>Q. Could the LA be asked to fund the additional staff required for 2:1 provision? Either Ann or Ciara is covering at present.</p> <p>A. The LA has been made aware, however they cannot fund Ciara's time.</p> <p>Anna requested to see the amendments on the EHCP.</p> <p>The current situation is causing measurable harm to staff, and impacting other children in the school. Some children have been unable to access the Inclusion Room during the day.</p> <p>The minutes from the previous meeting were approved.</p>	Ciara
3	<p><u>HEADTEACHER REPORT</u></p> <p>Two teachers have resigned, and will be leaving Mayfield at the end of the school year.</p> <p>Megan Bate is going to the Cavendish school. She completed her degree in SEND and is looking to further her career in this area.</p> <p>Hannah Davis recently qualified as a teacher, and is undecided on her next role.</p> <p>The positions have been advertised and there has already been interest.</p> <p>There have been 3 or 4 new pupils starting throughout the school.</p> <p>New Reception Intake - there are 61 children. This is 1 over PAN as we were directed to take a child who has an EHCP. 3 appeals have gone through but places cannot be offered until one becomes available.</p>	

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4	<p><u>SEND REPORT AND AUDIT</u></p> <p>It was briefly mentioned at the end of the last meeting that the School Improvement Team has contacted the school after seeing the Ofsted report. They didn't understand how the school was not awarded Outstanding in the area of SEND. The team visited the school and an action plan was created for the rest of the year, which Ciara and Ann will work to.</p> <p>Ciara has updated the SEND policy. There have been many changes to the two documents and Ciara believes there may be more changes to follow before Christmas once the action plan from Rachel Butterworth is put into place. The governors approved the policy.</p> <p>The Inclusion Team is very stretched at the moment, with Ciara and Ann doing a great deal of 1:1 intervention. This is leaving very little time in the school day for reports and overall management and administration.</p> <p>Ciara is leading a staff meeting soon on Inclusion. Transition booklets are being created for the move up in September and Year 6 are being prepared for secondary school. The new Reception has approximately 13 children with SEN. The inclusion Team is working closely with the Reception teachers on provision.</p> <p>The LSMs were commended for their hard work and dedication every day in school.</p> <p>Currently in school there are 34 EHCPs with 10 pending for existing pupils. There are some EHCPs in process for the incoming Reception classes.</p> <p>Q. Will you be gaining the same number of EHCPs in the new Reception which you are losing in Y6?</p> <p>A. The number is very similar. Children may not have an EHCP currently but they are pending or will need to be applied for. In terms of staff, it is looking good. Some staff are on temporary contracts.</p> <p>Q. Can the staff be flexible with what age of child they care for?</p> <p>A. The staff are flexible and they often are moved around to a different part of the school as need requires.</p>	
5.	<p><u>FOLLOW UP MEETING WITH THE ELA (Eastern Learning Alliance)</u></p> <p>The extraordinary meeting with ELA was held before half term and the minutes from the meeting were distributed that afternoon.</p> <p>Anna has had a further meeting with the primary school link at the trust, which was beneficial.</p>	

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	<p>A. Parents need to be consulted as part of the process. At the moment it is undecided when to include them but the academisation process is set out by the DFE.</p> <p>There was a discussion on whether to involve parents and staff before deciding whether to join an academy. The governors agreed that before taking it to the staff and parents we need to be confident that the process should go ahead. Ultimately the decision is that of the GB but it would not be advisable to go ahead without considering the opinions of others. It needs to be a process that takes the school community along with it.</p> <p>New governor Kate has been through a federation process, which is similar to academisation. Also Ciara has been through an academisation as a teacher, and was not impressed with the communication in the process, between the governors/ school and the staff. The school were being instructed to join an academy so it was a different situation, however it emphasised the importance of considering the opinions of the staff and their feelings.</p> <p>Some items also brought up were:</p> <ul style="list-style-type: none"> • A list of FAQs can be made. • The PTA being a channel of communication to parents. • An evening presentation with the parents – Q&A session. • The importance of how the LA are presented to parents – not to portray a negative picture. • Sub-committees being created to focus on certain areas of the process, • A 'Governors' folder will be created in Teams to share documents. • It is not believed that the process will be completed within a school year. The time frame needs to be taken into account. <p>At this point in the meeting each governor was given the opportunity to express their opinions of academisation and any concerns or points of favour without judgement or interruption. Some of the points made were:</p> <ul style="list-style-type: none"> • Concerned about potential conflict within the school and in the surrounding community. • It is a huge thing for the school to take on, but want to work in a school which is supported. Not enjoying where we are at the moment but do not want to lose autonomy. • Wanting a solution which is best for the children. This needs to be done right. • Still questions on finance which need to be investigated further. • The Trust were in support of us joining them. • Lots of support for the children's education. • Local collaboration is important. • The secondary schools are oversubscribed. • Loss of autonomy. • It can be difficult as a standalone school. There is more support in an academy trust.. • Mixed feelings, concerns for support staff; other schools in academies have culled their support staff putting extra pressure on the staff left. • Concerns for jobs personally. • Would we actually be better off? 	
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	<ul style="list-style-type: none"> • Open to change. • Trust seemed to be selling themselves to us. • The Head of the Trust is paid a high salary. More information is required on management structure within ELA. • How much freedom will we have on spending? • Feeling rushed to make a decision • Timescales are a good point • Have worked for the ELA and they have run successful schools and have turned schools around. Their principles are in the right place. • It feels like the LA have withdrawn much of their former support. • Encouraged by the level of access the Trust has eg to the DFE.. • The Trust had difficulty with their financial systems, but have turned that around • We shouldn't care how much people in the Trust are paid, but should care about how it affects the staff we have • How local Trusts work, and how it differs from the LA • Conflict.. The meeting created more questions. We don't need to join a Trust to be successful. We are successful. We need to make the right decision for the school. • It doesn't solve our SEN issue, and we will still have to talk to the same people • What effect will it have on our colleagues? • No change to the T&Cs of staff contracts. • Concerns for governance and the payrise of CEO. • Struggling to see what the path will be over the next couple of years. • ELA were good at talking about values. • Concerns for how we do this? Money - how will they make it work? What happens in 3 years if we realise it is a mistake? • Welcome a move into an academy trust. 	
6	<p><u>ELECTION OF CHAIR</u></p> <p>Due to the time constraints at the meeting 'Election of Chair' will be brought to the next meeting.</p> <p>Once again governors were asked to bring any nominations to Anna and Louise.</p> <p>A Vice Chair will also be decided. Anna will take the position of Vice Chair if another governor does not come forward.</p>	
7	<p><u>SAFEGUARDING</u></p> <p>There were no issues to raise.</p>	
8	<p><u>ANY OTHER BUSINESS</u></p> <p>2025/2026 Dates</p>	

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