

With God there is no limit to what you can do. There is no obstacle you can't overcome. Through Him, all things are possible.'

Matthew 19.26

Believe and Achieve



ST NICHOLAS CE VA PRIMARY SCHOOL

FULL GOVERNING BODY MEETING

Monday 22 June 2026 at 7pm held at the school

MINUTES

FGB ATTENDANCE TRACKER 2025/26					
Name	Governor Type	9 Oct	9 Feb	13 May	22 June
Ken Burgess	Foundation governor	A	Resigned 1 December 2025		
Simon Counce	Foundation governor	A	P	Resigned 10 Feb 25	
Rizelle Crouch	Headteacher	P	P	P	P
Dr Hannah Draeger	Local authority governor	P	P	P	P
Austin Finnegan	Parent governor	P	P	P (online)	A
Dr Catherine Harvey	Co-opted governor	P	Term of office ended 10/10/25		
Anna Cherniaeva	Staff governor	P	P	P	P (online)
Sara Longden	Foundation governor	P	P	P	P
Henry Loweth	Foundation governor	P	P	P	P
Patrick Moriarty	Foundation Ex-officio governor	P	A	P	A
Lucy Parr (Chair)	Foundation governor	P	P	P	P
Natalie Pepper	Parent governor	P	P	P	P
Marie Price	Foundation governor	P	P	P (online)	P
Mary Jean Pritchard	Foundation governor	P	P	P	P
Barbara Rodel	Foundation governor			P	P
Rebecca Paradine	Parent governors		P	P	P
In attendance					
Tracey Norris	HFL Education Clerk	P	P		
Sandra Guerreiro	HFL Education Clerk			P	P

P	Present
A	Apologies provided
N	Not present

	ITEM	Action
1.	School council presentation <ul style="list-style-type: none"> Ben and Grace from the school council made a presentation to the governors. World thinking day – all children that go to cubs, scouts, guides and brownies came in 	

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	<p>wearing the uniform to celebrate World thinking day.</p> <ul style="list-style-type: none"> • Red Nose Day - raised £111. Every child gave £1 to wear something red. The school council created posters to inform and encourage everyone to take part. • Harpenden bookshop letters went out to say thank you. • School lost property was overflowing due to non labelled clothes – posters were created to remind parents to put labels on their children's clothes. • Church posters were made to encourage parents to come to church on Tuesday mornings. School council thought this was important to learn the school values. It also helps the church grow its community. ▪ Q What was your favourite activity? Ans: Ben – I liked serving the governors at the tea party and eating what was left. Grace – I liked creating the Red Nose Day posters and seeing everyone in red clothes. ▪ Q Was there activities on Red Nose Day? Ans: There were a few. ▪ Q Have you handed over to new school council members? Ans: Next year's school council members have not been elected yet. ▪ Q What would your most important piece of advice be for the new school council members? Ans: Listen to what everyone has to say and take into account what people want and not decide what you think they want. ▪ Q Do you think being a school council member has made you talk to pupils that you otherwise would not talk to? Ans: Yes. ▪ Q What year do you need to be in to be able to join the school council? Ans: From Topaz class which is the older Yr 1 children. ▪ Q Has it been everything that you expected it to be? Ans: Most of it was expected but then things like doing the tea party was not expected. ▪ Q Has anything frustrated you? Ans: Sometimes when people are giving you the same answers. ▪ Q Do you think you have a little bit of an insight on what it is like to be a teacher? Ans: I guess so. 	
2.	<p>Welcome and prayer</p> <p>LP welcomed all to the meeting and started with a prayer.</p>	
3.	<p>Procedural items</p> <ol style="list-style-type: none"> <u>Apologies and absences</u>: Apologies were received from AF and PM. <u>Conflicts of interest</u>: None relevant for this meeting. Long standing items to note: <ol style="list-style-type: none"> Patrick Moriarty: school has a letting arrangement with the church for the use of the church hall for lunchtime and is also Trustee of the Poppy Academy Trust. <u>Notifications of other business</u>: To look at the proposal received from the church. <u>Minutes</u>: The minutes of the previous meeting held on 13 May 2026 were approved as an accurate record and would be signed by the chair. <u>Matters arising were reviewed</u>: <ol style="list-style-type: none"> School's code of conduct – ongoing. Incident where damage was caused to property by a child – ongoing. Recent incidents of children's faces being used – ongoing. Complaints training notes – complete. SEND policy – on the agenda. 	

	f. Safeguarding policy – on the agenda.	
4.	<p>Headteacher's Written Report</p> <p>RC referred to her written report which had been circulated in advance of the meeting drawing the board's attention to:</p> <ul style="list-style-type: none"> • Pupil numbers in reception is 19. Another possible child that had a tour of school. <p><u>Transition</u> Mrs Bryant</p> <ul style="list-style-type: none"> • Brian made home visits to meet with parents and children and took the opportunity to access the children by writing their names. • Gathering information from nurseries. • Q Are the children from a wider catchment area? Ans: Yes. This year we have children from Hitchin, Flamsted, Dunstable, Luton and Hemel. Ofsted do she which areas the children live in. • Q What is the reason for parents travelling so far? Ans: For example, we have a child from Luton who wanted a school with a church and the mother works in St Albans. Some parents don't want their children to go to their local school. <p><u>School Development Plan</u></p> <ul style="list-style-type: none"> • Need to look at Ofsted criteria and see if the school meets all the standards and what needs to improve. Head met with Lizzie Jeans – school need to aim for expected. This time no best fit, the school needs evidence. School is giving good provision. All criteria need to be met. • A document uploaded showing the Ofsted context and key messages for SLT: <ul style="list-style-type: none"> ○ Number of pupils on roll is 152. ○ Free school meals – 6 pupils. ○ Supporting EAL – 17 pupils. ○ SEND register – 10 pupils and currently 3 of those pupils have an Education and Health Care Plan. ○ Attendance is above the national average at 97%. ○ Challenges are mixed-aged classes – making sure key skills being taught are going all the way through to Yr 6. ○ Changes in pupil intake – changing class structure as there is a high demand in KS2 and lower demand in KS1. • Q Do we have any comparison of EAL children with other schools? Ans: There is the facility to look up that information by comparing your school to others. • We understand our pupils – every child matters. • Ofsted will ask us what we are proud of and what the school has done over the last four years. • Phonics new scheme which has significantly improved results. Gone from 65% in 2023 to 90% in 2025. • Reading – introduced whole class reading and focus on vocab building to support the writing. • Impact on reading – worked well and data shows 96%. • Q What does the whole class really look like? Ans: Instead of 5 reading groups, they all 	

	<p>focus on the same working together. Inference skills are taught.</p> <ul style="list-style-type: none"> • SEA did a learning walk with English lead and identified that using iPads for reading is not high-quality provision, hence the changes. • Validate – checking to see what the school has worked on. • Maths – 2/3 of Maths in KS2 is reasoning. Ensure vocab is done; everyone focusses on question stems; staff training; TAs showing their notes in 'on demand' teaching; • Learning walks show that opportunities for vocabulary development and questioning are used consistently to help children explain their thinking; adaptation is in place to support all groups of learners (SEND, GD). • Clear use of concrete materials, pictorial before moving to abstract stage. All pupils benefit from scaffolds, including SEND. • Assessments indicate positive impact on results. • Foundation subjects. • Q When you have group classes, have you got the right objectives for each year group – for example Yr 5 and Yr 6 are they working on the same objectives? Ans: No, it is a mix. • The school is working on writing including supporting SEND pupils, identified needs for KS1/KS2 and training provided on how to define a sentence and teach sentence structure. • Q What are the writing figures showing? Ans: Writing expected for KS2 is 95% - greater depth is lower. Teacher in diamond class started a greater depth working group. • Q What is the difference between validate and celebrate? Ans: Celebrate is when we achieved something and are amazing at evaluating ourselves. Validate is work in progress; where we believe we have made a difference in Maths and it is evident. • Q In the last Ofsted report, there was an issue with History which staff have worked very hard at – is this something to celebrate? Ans: Yes, definitely. • Q When writing is assessed, is it purely the contents or is it the handwriting? Ans: Handwriting is assessed but there is a lot more being assessed including national criteria. • Leaders know where the strengths are and what needs improving. • EYFS data – fine motor. Given the current cohort, increase opportunities to build hand strength and fine motor control using varied tools independently. The overall judgment is 'Expected'. Although this is not as consistent as we would like, learning is typically effective. • Information on how governors are informed is on the document. • As governors you are the critical friend to provide challenge – one example added to document. Action: Governors to let Head know if there are any other examples that can be added to the document. • Q Can we add an example of the playground development? Ans: Yes, that can be added. • Safeguarding procedures remain robust and well-embedded across the school. All staff have completed statutory training, including updates on online safety and contextual safeguarding. • Ofsted will be looking at how leaders are responding and learning going forward. • A wide range of extra-curricular lessons and clubs are being offered to pupils this term on a weekly basis. • Head's report shows the forthcoming dates and events. <p><u>Behaviour</u></p> <ul style="list-style-type: none"> • Improvements are evidenced. • Q The report mentions that Level 3 behaviour is not consistently perceived as significant - 	<p>All</p>
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	<p>are there any tools? Ans – This is not always the same child. If it was one persistent child, then there would be concerns. No patterns and no persistency. The school expects the teachers to educate the children rather than sanctions unless it is serious behaviour.</p> <ul style="list-style-type: none"> • Q Are the green slips being used? Ans – Green slips are used when a pupil is removed from the classroom to enable a member of staff to have a discussion with them regarding their behaviour. They may also be used to support the pupil in reflecting on their actions and considering appropriate behaviour moving forward. • Q Is it worth considering for the behaviour policy class discipline? Ans – Yes, we can look at adding that to the policy. <p><u>Staffing structure for September 2026</u></p> <ul style="list-style-type: none"> • All set and agreed. 	
5.	<p>Attendance</p> <ul style="list-style-type: none"> • Attendance is good. School continues to communicate with parents and reassure them that children should come into school if they have a cough as they will be monitored. Parents are explained the importance of the sequence of lessons. • There are two girls struggling to get to school. School tailors to each personal circumstance. • The attendance is good and should be celebrated. • Q Was unauthorized holiday higher this year? Ans – It was about the same. • Q Has the school issued any fines? Ans - Not yet but some parents have been aware that they are borderline. • Q What about the child that was out of the country? Ans – Child is back at school. Parents were given a deadline and informed that his place would be given away if he did not return to school. 	
6.	<p>Safeguarding Update</p> <p>Headteacher's report for safeguarding was circulated. The following was discussed:</p> <p><u>Termly safeguarding report</u></p> <ul style="list-style-type: none"> • NP left the room due to a conflict of interest in the next item being discussed. • One child that evaded someone else's privacy which had to be investigated. Parents of both children were made aware of incident. The two children are not sharing the same activities. Both parents were given a support plan to deal with the incident. • PGL incident – a child had a disposable camera and took photos of a child in the shower. Police were contacted and engaged and spoke to the victim's parents. Police closed the case and passed it back to the school who informed the School Liaison Officer at HCC. A support plan is in place for the child involved. Peer pressure has been discussed. As this was a disposable camera the image was not distributed, and the photos were not developed. • Going forward there will not be any kind of cameras for PGL trips. • Q Have you fed back to PGL that this is not a good item to be on their list? Ans – Feedback will be given to PGL. • Q How did you find out about this incident? Ans – Worryingly none of the involved children 	

	<p>informed anyone on the trip. School found out because other children were talking about the incident. School has been looking at consent and privacy resources, but it is all aimed at KS3 – there is nothing for KS2.</p> <ul style="list-style-type: none"> • The police confiscated the disposable camera. • Q There is the Pants rule, and the children do learn about that? Ans – Yes, they do but this does not include having a shower. School has made it clear that even if you are changing for PE, the Pants rule still applies, and you are still allowed to have privacy. • Q Are they made to do communal showering? Ans – No but they do change together in the changing rooms. • The school spoke to the parents first involved making it clear what the sanctions were. This week the school will speak to the children. • Victim was given extra support and was reassured. • KS2 PHSE curriculum needs to be changed. • Q Is our teaching on a par with non-faith schools educating our children regarding intimacy or are we more careful? Ans – There has been so much work done by the government on relationships and on sex education, we are covered on what is outlined in documents so I don't think it is a religious aspect but there is a need to be more explicit on examples. But then there is the problem that if you are more explicit, you may give the children ideas. • Q Do we have any measures about emojis or banned words used? Ans – We contact the IT department if we come across any words that need to be banned. • There are no Children Looked After currently in the school. • NP returned to the room. 	
7.	<p>Committee Q&A</p> <p><u>School effectiveness</u></p> <ul style="list-style-type: none"> • No committee since the last FGB so nothing to report. <p><u>Admissions</u></p> <ul style="list-style-type: none"> • Some interested families but school is waiting to hear back. <p><u>Resources – to include Sustainability update, Governor account expenditure</u></p> <ul style="list-style-type: none"> • Minutes uploaded. <p><u>Communications</u></p> <ul style="list-style-type: none"> • Y6 survey has been drafted. Comms working group have given feedback. • A question for the children to describe their journey would be good as wordle can be created. • Volunteers within group to process the data. • A decision on the way forward on fence – short term measures to make it more consistent and a longer-term plan in apply for grants in the autumn term. 	
8.	<p>Strategic direction of school: review</p> <p><u>Working party relation to reviewing MAT research</u></p> <ul style="list-style-type: none"> • Full presentation from MAT leaders. 	

	<ul style="list-style-type: none"> • Governors to consider what are the strengths and weaknesses. • The following information was presented to governors. • Benefits: <ul style="list-style-type: none"> ○ Stronger leadership and operational support ○ School improvement expertise ○ Inspection readiness ○ Financial and procurement efficiencies ○ Access to capital funding and reserves ○ Progressional development and staff retention • Action: RC to look into what savings the school would be making and if this is more than the top slice. • Capital funding is giving £6k by diocese. • Q You have a unique relationship with HFL – my question is do you feel you currently have enough support? Ans – We do use their services regularly including HR. • BR has experience with two schools with MAT support, and they do feel supported enough. • Trust does work together with all schools, which can be a benefit. • Q What is the experience with the staff? Ans – Both the schools I worked with were happy in the end and got to work together. For example, they had meetings with all the Maths coordinators. Schools are amazing with Ofsted support. • Q Does anyone from HFL come in to support you at inspections? Ans – Yes, the SEA come into the school to speak to staff. • HFL is a unique service given to the school. • A list of key questions for further due diligence was available on document. • The trust currently has three schools. Action: RC to talk to the Head at St Leonard's who have joined the MAT. • One of the schools that BR worked with was complacent and was not getting the results on benchmarking as they had been an outstanding and Ofsted was not inspecting them. MAT supported them with improving their results. • Q Did they join the school because of their finances? Ans – Yes and to get support with their results. • The trust takes the top slice and makes you keep a reserve. • Q Did you feel that initially the budget was tighter or did you get back what you needed quickly? Ans – I found that the trust was monitoring the finances of the school very closely and not allowing some spends. • Q Would the Trust stop you from getting an extra TA? Ans – They would if the finances cannot sustain it and they trust did make the school make some staff redundant. • Q How much can something like this impact on prospective parents? Ans – That is something that the school would have to look into. • School seems to be in a good position to take time and make the right decision. 	<p>RC</p> <p>RC</p>
9.	<p>Governing body matters</p> <p>a. <u>Composition</u>: 1 vacancy for Foundation Governor</p> <ul style="list-style-type: none"> ▪ Vacancy was advertised. ▪ LP term about to expire. LP is happy to stay on the board for another year but wants to step down as chair. <p>b. <u>Governor visits</u>:</p> <ul style="list-style-type: none"> ▪ Summer visits will be covered at the October FGB. 	

	<ul style="list-style-type: none"> ▪ Good selection of visits this year in terms of different subjects. <p>c. Governor training:</p> <ul style="list-style-type: none"> ▪ MP and BR completed Safer recruitment. ▪ Governor code of conduct is being reviewed and needs to be reread by all governors at the beginning of year. ▪ Governors can attend the celebration on 2nd July. ▪ Governor tea party on 20th July. ▪ Lunchtime new parents on 1st July. ▪ Church service is on 22nd July. 	
10.	<p>Policies</p> <p>The following policy had been circulated in advance of the meeting and were reviewed:</p> <ol style="list-style-type: none"> <u>Safeguarding (Feb 2026)</u> – policy approved by all governors. <u>AI policy</u> – a team at HFL and AC worked on the policy. Policy approved by all governors. <u>Freedom of Information (May 2026)</u> – no changes from 2022 policy. Policy approved by all governors. <u>Safer Recruitment (May 2026)</u> – all changes were highlighted in yellow. 7 days for governors to review and send any comments to AP. <u>Equality & Inclusion (May 2026)</u> – policy only needs to be updated every 4 years, the quality information on school website to be actioned. To be reviewed in May 2029. <u>Complaints policy and complaints leaflet (February 2026)</u> – 7 days for governors to review and send any comments to AP. <u>Staff Appraisal (February 2026)</u> – not many changes. Policy approved by all governors. <u>Sustainability (June 2026)</u> – no changes. Policy approved by all governors. <u>Financial Procedures Manual (June 2026)</u> – AF is working on policy and will be discussed at the next FGB. <u>SEND</u> – policy approved by all governors. <p>Other Policies (these have been considered by committee) or documents for approval</p> <ol style="list-style-type: none"> Term dates 2027/28 – term dates are given to school by HCC. Dates will be confirmed. 	
11.	<p>Any other business</p> <p><u>Church Hall</u></p> <ul style="list-style-type: none"> ▪ Proposal received states that if rental goes over £10k, HCC will provide funding. ▪ PM made enquiries with Diocese and HCC. ▪ PCC offered an annual donation of £4k to celebrate Christian uniqueness and the school's partnership with the church. ▪ In line with market value, they have added an extra £1 per hour. ▪ Rent will be £14k – PCC will make a £4k donation, the school will pay £6k and the other £4k will be covered by HCC. ▪ Q Will HCC contribute to utility costs? A – Utility costs are covered in the £14k. ▪ Q How do you feel about the 1% increase. Ans - Last year 1% was accurate but not sure about the figures this year and the HCC formula is different. ▪ Q Do we have a written statement from HCC to this effect? Ans – I will get hold of the 	

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	<p>paperwork and check. Action: RC to speak to Charles about 1% formula.</p> <ul style="list-style-type: none"> ▪ The school needs to ensure that this funding will continue in the future. ▪ The £14k was calculated by the Diocese. ▪ It does not seem like the school has had a reply to the initial letter sent. ▪ School is uncomfortable with this deal as a legitimate set up must be agreed with HCC. ▪ Q Are there any other options to set up lunches? Ans – We could get the food cooked outside, but we would still lose a room to store the tables. ▪ Q Would we be able to lock in an agreement for 5 years? Ans – This is not a good idea as contributions can change from one year to another. 	RC
10.	Close of meeting with prayer.	
11.	<p>Meeting dates for 2026/27 to be agreed:</p> <ul style="list-style-type: none"> ▪ Tuesday, 13th October 2026 ▪ Monday, 1st February 2027 ▪ Wednesday, 12th May for budget setting ▪ Monday, 14th June <p style="text-align: right;"><i>Henry Purr.</i></p>	

6/10/26

Actions from meetings held on 9 February 2026			
No	Item	Who	Status
4	LP to review the school's code of conduct against the NGA model code	LP	Ongoing

Actions from meetings held on 13 May 2026			
No	Item	Who	Status
4	There have been several occasions that property was damaged, and some thought has to be given if parents should be charged. One specific case a child purposely flooded the toilets and mess up the carpets. Action: RC to get advice from HCC.	RC	Ongoing
6.	Recent incidents happening in the news where children's faces have been taken off websites and then schools are being held to ransom. Action: NP and RP to create a working party. – HD to join group.	NP / RP / HD	Ongoing
7.	Governor code of conduct review – has been compared to National Governance Association model. The school's code needs to be updated including communication and working with staff confidentiality. Action: LP, NP and MJP to review the code before the next meeting in June.	LP / NP / MJP	Ongoing

WHP
6/10/26

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Actions from meetings held on 22 June 2026			
No	Item	Who	Status
4	As governors you are the critical friend to provide challenge – one example added to document. Action: Governors to let Head know if there are any other examples that can be added to the document.	All	
8.	Strategic direction of school - Action: RC to look into what savings the school would be making and if this is more than the top slice.	RC	
8.	The trust currently has three schools. Action: RC to talk to the Head at St Leonard's who have joined the MAT.	RC	
11.	Church Hall - Action: RC to speak to Charles about 1% formula.	RC	

LHH
6/10/26