

**DIDSBURY CE Primary School  
Local Governing Board Meeting  
10<sup>th</sup> June 2025, 6pm  
Minutes**

**Present:**

|                      |  |
|----------------------|--|
| Victoria Rippon      | Headteacher                                |
| Rebecca Silver       | Chair of Governors                         |
| Lee Jenkins          | Parent Governor                            |
| Claire Christopholus | Trust Appointed Governor                   |
| Mark Hewerdine       | Trust Appointed Governor                   |
| Paul Good            | Foundation Governor (Chair or Trust Board) |
| Alisan Hogg          | Trust Appointed Governor                   |
| Sam Morgan           | Staff Governor                             |

**Apologies:**

None

**In attendance:**

|                  |                               |
|------------------|-------------------------------|
| Emma Chamberlain | Deputy Headteacher            |
| John Barrett     | Chief Executive Officer (CEO) |
| Danielle Wood    | Governor Support Officer      |

**Not in attendance:**

|                    |                 |
|--------------------|-----------------|
| Dr Dario tom Dieck | Parent Governor |
|--------------------|-----------------|

*Any text in red italics represents Governor question (Q); challenge (C); Trustee and/or clerk support (S). Black bold upright represents decisions and actions.*

*The meeting convened at 6:06pm*

1. WELCOME AND APOLOGIES

Governors were welcomed to the meeting by the Chair.

The CEO was welcomed to the governing board meeting.

There were no apologies for absence received.

The board is quorate with 3 governors in attendance.

2. DECLARATION OF A.O.B.

Governors had been invited to declare any items for any other business.

There were no items declared.

### 3. DECLARATION OF INTERESTS

#### a) Declaration of Business Interests

Governors were asked to declare any business, financial or personal interests in any agenda items; no declarations were made.

Governors were reminded that they should declare any interest which arose during the meeting.

#### b) Business Interest Form

Governors were asked to complete and sign the form on GovernorHub.

#### c) DBS Checks and Section 128 Checks

The Head of School confirmed that DBS checks were in place for all governors and that Section 128 checks have been carried out.

### 4. TRUST ENGAGEMENT AND CEO UPDATE

- Update from CEO
- Interim updates since last meeting
- Outcomes of school visit/Trust review
- Reports from external advisors

The CEO report had been shared with governors ahead of the meeting. The CEO apologised for the late circulation of his report and explained that he was awaiting information to be included in the communication.

Paper copies of the report were available for governors.

The CEO discussed the increased collaboration across the trust with the trust base supporting collaboration across all schools.

Governors were informed about the centralisation of administration and business functions in the trust, which has had a significant impact. The CEO informed governors that the changes have generated a reduction in schools' financial contribution towards the central trust teams, as the trust has benefitted from skills within schools to support the restructure.

The CEO stated that the successful centralisation of trust administration and business functions will allow the trust to focus on school improvement.

The CEO apologised to governors for the restricted information that they have received regarding the leadership structure changes as they have been developing and explained that it can be difficult to control the communication of such key messages. The Chair and Mrs F Bradley, Chair of Governors WDCE, and the Chair of Trust Board have been involved with discussions throughout the process.

Governors were informed that there was a vacancy at another school in the trust and this provided an opportunity to utilise the strengths across the trust and work collaboratively. The CEO stated that the leadership change will provide direct benefits to the school from an operational point of view and in the development of the school improvement plan moving forwards.

The CEO discussed the benefits of the new leadership structure, highlighting the high calibre people working at Didsbury CE Primary school and the rapid journey that the school has been on. This

progress would continue and there would be opportunities for people to develop in different roles and maintain the trajectory that the school is on.

The CEO highlighted the practical benefits of aligning both schools, WDCE is a two-form entry primary school and does not have the same challenges that DCE has with an aging building and smaller pupil numbers. Resources can be utilised across both sites for maximum benefit.

The CEO discussed the budget pressures faced by single form entry schools and the challenges with maintaining an aging building, with restrictions due to the listed building status.

Governors were advised that the overall aim would be for the two organisations to be seen as one in terms of resources, with both schools benefiting from the collective use of budgets. A meeting had been held to look at this closer today.

The CEO reported on the collaboration across the trust, with curriculum groups meeting and leadership development opportunities with Ms E Chamberlain being appointed as Head of School at DCE and Mr K Roberts appointed to WDCE, Ms V Rippon would be overseeing the strategic leadership of both schools.

Governor questions and comments were invited:

**Q – As a member of the clergy, what will the evolving relationship be with 2 schools? I have no major concerns about the leadership changes, just need to think about the communication with both schools.** The CEO replied that conversations would be taking place with the parish and both schools collectively. The changes will support with the communication and build on the strong links that the schools already have.

**C – WDCE is different in context as some pupils are drawn from other parishes, and the school is in St Paul's parish. WDCE has direct links with Christ Church and St Paul's this will benefit the schools.**

**C – The church is moving towards a team ministry and there will be a more co-ordinated approach to school's support.**

The CEO explained that concerns have been raised regarding school budgets related to pupil numbers. WDCE was built due to a large oversubscription of DCE many years ago, however the situation has changed and there is now a period of transition. The new leadership structure would reduce expenditure and enable the school to avoid setting an in-year deficit budget.

The CEO explained that DCE is currently setting an in-year deficit, and this would be offset by the WDCE budget. Building work such as the windows and rotting doors are not considered to be a priority by the DfE when allocating grants, and governors noted that the cost of the work was beyond the school budget. The CEO advised that funding at WDCE could be utilised to support with the work.

**Q – Has there been any feedback from parents?** The Headteacher replied that there have not been any negative comments, questions have been raised around how the leadership structure will work.

The CEO reported on the challenges he faced to co-ordinate the communication and the response from parents is credit to the confidence that the school community have in Ms V Rippon and Ms E Chamberlain.

The CEO informed governors that the school community at WDCE have also responded well to the changes and explained that the leadership structure had been planned for a long time and was a strategic decision that has been discussed by trustees.

**C – The parents that I have spoken to have requested specific details of the plans and benefits for the school, detailing how much time Ms V Rippon will spend at the school and transition arrangements.** The CEO agreed and explained that key communications will be shared about the practical elements such as teaching structures for September will be communicated by Ms V Rippon, Ms E Chamberlain and Mr K Roberts.

**Q – Are there any plans for members of staff to work between both schools?** The CEO replied that this has been discussed and explained that the integrated curriculum financial planner allows schools to benchmark against similar schools nationally.

The CEO discussed the impact on the schools’ budget of having a high proportion of staff at the top of the pay scale and this has formed part of the considerations. The CEO explained that the school budgets must be sustainable, and the plans would allow some flexibility.

**Q – Are we looking at ways to increase the pupil intake? I can see that the leadership plans are good and efficient, which is exactly what is needed, but we shouldn’t take our eyes off how we can increase pupil numbers.** The CEO replied that it is a multi-layered plan, initially when people visit the school the building environments need to look as attractive as possible and the budget of a larger establishment with the schools working together will have the most impact.

**C – The school will sell itself when people visit.**

The Chair of Trustees explained that DCE is a small school and the DfE preferred model is two form entry primary schools as a minimum. Governors heard that schools are funded per pupil and schools must balance their average staffing costs.

The CEO explained that the plan is based on a business case and quality assurance, both are interlinked. He added that he had confidence in all those involved, and the plans will build on the positive journey that the school has been on over the past 2 years.

The Chair stated that they were fully supportive of the plans and congratulated those involved on behalf of the governing board.

The Chair confirmed that the schools would continue to have their own local governing boards.

The CEO took the opportunity to thank governors for the time and support that they give to the school and for their positive response to the communicated changes.

6:32pm Mr J Barrett left the meeting.

5. PREVIOUS LOCAL GOVERNING BOARD MINUTES

It was RESOLVED that the minutes of the meeting held on 28th January 2025, copies circulated previously, be approved, signed by the Chair and authorised for publication.

Matters Arising from the Previous Meeting

| ACTION POINT | ACTION REQUIRED   | ACTION FOR    | ACTION TAKEN  |
|--------------|---|---------------|---|
| 1            | <b>The Headteacher requested that all governors add their DBS check information to their GovernorHub profile pages. The</b> | All Governors | Completed<br><br><b>GSO would follow up with any governors who have not added their DBS check</b> |

|   |  |                         |  |
|---|--|-------------------------|--|
|   | <b>GSO would share a message on GovernorHub.</b>   |                         | <b>information on GovernorHub.</b><br><b>ACTION 1</b>  |
| 2 | <b>GSO to send skills audit to the development governor.</b>   | GSO                     | Completed  |
| 3 | <b>A pro forma would be shared for governors to complete to record visits to school. The Chair would email this to the GSO.</b>  | Chair/GSO               | Completed,<br><br>GSO advised that GovernorHub now have a function where governor visits information can be added.<br><br>The Chair commented that she did not feel that the current governor visits pro forma met the board's needs.<br><br><b>GSO agreed to share the Stockport LA Governor Visits policy, which includes a pro forma for governor visits.</b><br><br><b>ACTION 2</b><br><br><b>Governors discussed the purpose of visits to school.</b><br><br><b>S - GSO suggested that termly areas of focus be agreed, in line with the School Development Plan.</b> |
| 4 | <b>The Headteacher would consider the need for a separate exclusions policy, and this would be discussed at trust level.</b>   | Headteacher/Trust Board | The Headteacher advised that this had been discussed at trust level and exclusions are included in the behaviour policy.<br><br>This would be reviewed as required.<br><br><b>GSO agreed to share the Stockport LA Exclusions Policy once the updated policy was available.</b><br><br><b>ACTION 3</b>   |
| 5 | <b>Governors congratulated the school on the positive outcome of the health and safety audit and requested that their thanks be passed on to the school caretaker.</b> | Headteacher             | Completed  |

|   |   |               |   |
|---|---|---------------|---|
| 6 | <b>Governors were asked to declare an interest in joining the Curriculum and Standards committee at Trust level.</b>                    | All Governors | Mrs E Chamberlain would no longer be a member of the committee and governors were asked to consider joining the committee as a representative for the school.<br><br>Rev Mark Hewerdine offered to join the committee from the autumn term. |
| 7 | <b>The Chair agreed to write to thank Rev N Bundock on behalf of the governing board.</b>   | Chair         | Completed   |
| 8 | <b>The Headteacher requested governors' comments and suggestions around the best way to communicate the lockdown plan with parents.</b> | Headteacher   | Please see notes below.   |
|   |   |               |   |

#### **Action 8:**

The Headteacher explained that there have been mixed reviews about the best practice for lockdown drills and other schools have been contacted to find out more about their procedures.

The Headteacher advised that the policy had been discussed during a staff meeting and all members of staff know what to do in the event of an emergency that required a lockdown.

**Q – Has the school consulted with parents about lockdown drills and if they think they should be taking place?** The Headteacher replied no.

Governors shared their thoughts and commented that they felt it would be deeply distressing for children to be told that there is a threat, and they need to hide under a desk. It was suggested that the school consider a quiet lockdown where children are asked to return to their classroom and sit and complete a quiet activity.

Governors commented that school is a safe space for children and a lockdown drill would be unsettling.

Governors agreed that teachers should practice lockdown procedures in full without the children as the priority is for teachers to understand what to do.

The Headteacher informed governors that there have been recent incidents in nearby schools and reports shared with the school to be aware.

**Q – What is your view as the Headteacher?** The Headteacher stated that the priority is to keep all children safe and added that some factors will always be out of the school control.

**C – There are a lot of scenarios to consider and governors trust that the school leadership team will make the right decisions at the time, the safety of children will always be a priority.**

Governors agreed that staff training is a priority as children will follow their instructions.

**Q – How is the information about lockdown drill procedures communicated with members of staff who come into the school?** The Headteacher advised that procedures are regularly repeated and there is a booklet available with all policies for new members of staff to read.

**C – Drills should be conducted without pupils even noticing.**

**Following a discussion, the Headteacher agreed to communicate with parents that lockdown drills will be practiced in the same frequency as fire drills.**

**ACTION 4**

6. CHAIRS ACTIONS

There had been no chairs action taken since the previous meeting.

7. POLICY REVIEW

Governors considered and APPROVED the following policies which had been circulated prior to the meeting:

- Policy for Educational Visits, Outdoor Learning and Adventurous Activities

**Q – The section about the role of the governing board, how will we have oversight of the opportunities and experiences?** The Headteacher advised that several trips have already been arranged for the year and residential trips would be reported to the governing board.

S - GSO suggested including details of all trips in the Headteacher's termly report.

- Relationships, Sex Education (RSE) Policy

The Deputy Headteacher explained that the policy is still under consultation with the government. No updates have been received and therefore there have been no significant changes to the RSE curriculum.

The Deputy Headteacher confirmed that she had reviewed lessons and the curriculum to make sure it aligns, and pupil voice has been taken into account. Pupil and staff voice surveys were conducted, and minor amendments were made in response to this.

Governors were informed that a draft overview for all year groups had been sent to parents, and a survey was shared for them to complete. Two parental responses had been received; this may suggest that they are happy with the policy that is in place.

**Q – Do parents have the option to withdraw their child from the RSE lessons?** The Deputy Headteacher confirmed that parents have the option to request to withdraw pupils from sex education lessons in year 6. The PowerPoint presentation is shared with parents ahead of the meeting and they have the option to decide if they are happy for their child to be included.

**Q – Through my involvement with high schools, I am aware of the anxiety being caused by the ever-evolving government policies on gender and support for transgender pupils. Is this likely to have an impact on the curriculum at this stage?** The Deputy Headteacher replied that the government consultation is around the language that teachers are modelling in schools, the advice from the DfE has been for schools to continue with the current arrangements at this time.

The Headteacher advised that Mr K Roberts, newly appointed Headteacher at WDCE, visited DfE to review the curriculum and found it to be very robust and would be taking the opportunity to introduce this at WDCE.

## 8. SCHOOL IMPROVEMENT PLAN AND SELF-EVALUATION

- Study latest IDSR Report (School Inspection Data Summary)
- Review the SIP or SDP targets and strategy
- Review monitoring schedule
- Agree governor visit schedule linked to SDP

The SDP had been shared with governors ahead of the meeting, updates were included for all priority areas.

The Headteacher stated that it is clear to see the progress that has been made in the large majority of areas and there are still a few weeks until the end of the school term.

### **Priority Area 1: Effectiveness of Early Years - Quality of Education in EYFS**

The Headteacher reported that the long-awaited new doors have been fitted, and the carpet was currently being fitted. The EYFS open evening was taking place tomorrow and governors were invited to look around before this event.

Governors heard that year one pupils have settled well into their new classroom.

Members of staff were thanked for the time that they gave up during the school holidays to ensure that the transition process was smooth.

A governor commented that the changes have been driven by the Headteacher who has attended school with her family to complete the work in the classrooms to make sure they are ready.

Governors heard that Mr A Torr, Consultant, spoke positively about the changes and recognised the difference that it will make.

### **Priority Area 2: Quality of Education - To continue the implementation of our bespoke ambitious curriculum, designed to give all pupils the knowledge, skills and cultural capital they need to be successful.**

The Headteacher reported that maths is being monitored closely by the maths lead in school. This includes book looks and lesson observations.

Governors heard that the maths scheme is fully embedded, and the data shows that more children will achieve higher grades including greater depth, compared to previous years. The Headteacher explained that teaching is pitched at a higher level and all pupils are included through adaptive teaching techniques.

The Deputy Headteacher had written a thorough scheme of work for English and moderation had taken place. The school had been selected for year 6 writing moderation this year and the Headteacher explained that children's books demonstrate the journey of writing and the school approach to English.

Governors were informed that the school has a monitoring schedule that is in place each half term.

The Headteacher confirmed that the assessment cycle would continue, the school had opted in to complete the Key Stage 1 (KS1) SAT assessments, phonics screening would be taking place this week.

The trust wide assessment policy had been shared with all members of staff and was available on GovernorHub. The History lead was currently trialling a retrieval quiz, and more information would be shared in the autumn term.

**Q – Is this based on the new Ofsted framework?** The Headteacher replied yes and advised that there are 10 areas now and one area will be monitoring and assessment.

### **Priority Area 3: Leadership and Management – Preparation for SIAMS**

The Headteacher reported that SIAMS would continue to be a focus. The list of inspections has been published for next year and the school expects to be inspected the year after.

Mr Terry Hart, Assistant Director of Education Manchester Diocese Board of Education, has been contacted to share the model Diocesan policy.

The school had worked hard to create a collective worship plan.

The Deputy Headteacher shared details about the work around spirituality and explained that the school has tried to link in with the work that already takes place in class to avoid adding additional work. Bee attitudes are recognised in everyday interactions with children and adults; time is allocated for reflection each week.

The Deputy Headteacher presented stickers that the school have introduced for children to use at the end of their work as a means of self-assessment.

- Review SEF and progress since last meeting.

The Headteacher explained that the CEO had shared a SEF document with all leaders in the trust and explained that it is a lengthy document. The inspection toolkit had also been shared with governors.

Governors heard that the Senior Leadership Team (SLT) had met and collectively discussed each area and evaluated the school. Teachers have as been involved to ensure a collective approach.

The CEO had requested that evidence be recorded on the document and the process for uploading this had started.

The Headteacher advised that the SIAMS SEF had been written, and this was also a lengthy document.

**Q – Subject leadership mentions governor responsibilities, what does this include?** The Headteacher advised that this would be covered during governor visits to school.

## 9. HEAD OF SCHOOL'S REPORT

The Head of School's Report had been circulated to the governors prior to the meeting; key points were noted and questions invited:

- CPD and impact
- Attendance and behaviour
- Numbers of Exclusions, suspensions, incidents, physical interventions
- Safeguarding matters, including the LA audit form
- Vulnerable children
- Pupil wellbeing
- Staff wellbeing and absence
- Number of Complaints at level 2 &3

Questions were invited.

The Headteacher commented that the report includes a lot of successes and things to celebrate. Challenges were highlighted as the school building and school budget and the Headteacher shared her disappointment that the Condition Improvement Fund (CIF) grant was not approved.

**Q – The bid to convert the computer suite, will this space be used for Kids Club provision?**

The Headteacher explained that the computer suite had been decommissioned a while ago and the school have been using Chromebooks and iPads. The area will now be used for Kids Club; work has been underway to convert the area.

**Q – Will this increase the capacity for pupils to attend Kids Club?** The Headteacher replied yes.

**Q – How many applications has the school received for places this year, what are the numbers on roll looking like?** The Headteacher replied that the school is oversubscribed this year which is very positive and a reflection of the change in the school's reputation in the local community. There was currently one place available in the school nursery and a family are due to visit who are interested in taking this place.

The Headteacher explained that pupil numbers in higher years continue to be a concern as there are still places.

**C – The phrase 'de-implementation' is good to read.** The Headteacher explained that members of staff are working hard, and leaders have been keen to ensure that as new responsibilities are introduced, existing ones are removed to maintain balance.

The Headteacher proceeded to discuss the budget section in the report.

The Headteacher reported that she had attended a budget meeting today and savings have been identified, it is predicted that the 2025/26 budget will balance.

The Headteacher explained that as members of staff are encouraged to take up opportunities within the wider trust, this will reduce staffing expenses and support the budget. Governors heard that almost 90% of the school budget is allocated for staffing.

Governors highlighted that the value of experienced teachers must be acknowledged and balanced. It was noted that newly qualified teachers also bring enthusiasm and new ideas which is equally as valuable.

The proposed staffing structure was shared with governors and the Headteacher reminded governors that this information was currently confidential.

Governors discussed the benefits of male teachers in school to provide a male role model in class.

**Q – Is the school covered by insurance for maternity leaves?** The Headteacher replied yes.

The Headteacher was thanked for her comprehensive report.

Governors were referred to the report following Mr A Torr visit which had been uploaded late to GovernorHub as it has just been received. The Chair highlighted how positive the report was to read.

## 10. STAFFING AND APPOINTMENTS

Governors were referred to the relevant section in the Headteachers report.

## 11. STAKEHOLDER ENGAGEMENT

To note the ways in which the school engages with its:

- Pupils
- Staff
- Parents
- Local community

Rev M Hewerdine reported that during a recent Parochial Church Council (PCC) meeting, members commented that they did not feel like they knew what was going on in school. Some members commented that they feel like they have less of a stake in the school as the trust has grown.

Rev M Hewerdine had suggested that the PCC have a standing item on their agenda for communication to be shared about the school and this would include school newsletters.

**Q – When are the PCC meetings?** A governor replied that the PCC have a responsibility themselves, and two members of the PCC are members of the trust. The trust shares detailed reports that can be shared with PCC members. The school has an open advert for PCC members to join the governing board.

**Q – Was there an item for input from the trust on the Annual Parochial Church Meeting report?** Rev M Hewerdine replied no.

**Following a discussion, the Headteacher suggested that the school newsletter be shared with PCC members and Rev M Hewerdine would make sure it is received.**

**ACTION 5**

Governors were referred to the list of stake holder involvement included in the Headteacher's Report.

**Q – Is there an update on the stamp system at church for families applying for reception class places?** Rev M Hewerdine replied that the church is in the process of recruiting a member of staff who will hopefully support with implementing changes to the system.

## 12. FINANCE

- Latest budget update  
Discussed above.
- Performance statements
- Planned expenditure

The Headteacher reported that the school would be developing the outdoor areas, EYFS would be a focus and the KS2 playground. The aim would be to create a larger space for KS2 children.

Governors heard that plans would also continue to replace the windows and doors.

Governors noted that the Parent Teacher Association (PTA) raise a lot of money for school, and they have funded the work to create a wellbeing and sensory room this year. Names were currently being discussed for the room.

The Headteacher commented that the school are very grateful for the support of the PTA.

- Pupil premium -Preparation for statement (deadline 31<sup>st</sup> December) [Pupil premium - GOV.UK](#)
- Sports Premium - publish [how you've spent the PE and sport premium funding](#) by **31 July** at the latest.

The Headteacher was awaiting further information about the new online reporting form for the Sports Premium.

### 13. COMPLIANCE/SAFEGUARDING

- H&S Latest report and summary of actions

The latest health and safety audit reports had been shared at the previous meeting and the Headteacher highlighted that the main focuses were fire procedures, risk assessments and work around school that has been undertaken to ensure compliance.

- Fire Risk Assessment
- Dates of fire drill and lockdown drills

Details of the latest fire drill were included in the Headteacher's report. Lockdown drills would take place from September.

- Premises
- Safeguarding audit and actions

The Headteacher reported that there had been no further safeguarding audits this year, and the school continues to complete work towards achieving the actions raised and further information was available on GovernorHub.

The Headteacher informed governors that Designated Safeguarding Lead in school regularly monitor CPOMS logs and ensure compliance.

- To receive an update including the number of accidents/near misses

The Headteacher reported that there have been two accidents on the climbing frame that have resulted in two children breaking their arm.

The Health and Safety consultant had been contacted, and they confirmed that there was nothing that the school could have done to mitigate the accidents.

The Headteacher advised that the climbing frame was currently cordoned off and would not be used until discussions have taken place about how the school can minimise future accidents.

Governors heard that the accidents are reported online and sent directly to the health and safety consultant.

### 14. LGB MATTERS

- Committee membership and Link Governors
- Governor visit reports

- Vacancies  
2 x Trust Appointed
- Skills Audits
- Agree Governing Board Development Plan

Governing Board Development Plan had been shared with governors ahead of the meeting and the development governor was thanked for her hard work creating the plan.

The plan had been shared with the CEO who provided some input to the plan.

**Governors were encouraged to review the governing board development plan and share any comments with the development governor ahead of the autumn term.**

**ACTION 6**

- Outcome of skills audit

The skills audit would be shared with governors who have not completed it so far.

**The Headteacher agreed to suggest focus areas for governor visits during the term.**

**ACTION 7**

**The governor visits pro forma would be shared with governors.**

**ACTION 8**

MDBE SUMMER 2025 NEWSLETTER

Governors noted the MDBE summer newsletter that had been shared on GovernorHub ahead of the meeting.

15. DATES

Meeting dates would be shared once they have been agreed by the Trust Board.

The Headteacher requested that consideration be given to the timing of the meetings, as they were too early in the term for some items to be discussed and agreed.

GSO and Chair of Trustees agreed to share this feedback and highlighted that the dates for LGB meetings are set to feed into the Trust Board meeting.

16. A.O.B.

The meeting closed with a prayer.

With no further business to discuss, the Chair thanked everyone for attending and closed the meeting at 8:05pm with a prayer for the school, staff and wider community

**Signed..... Date.....**

Ms R Silver (Chair)

**DIDSBURY CE PRIMARY SCHOOL**

**SUMMER TERM 2025 LOCAL GOVERNING BOARD MINUTES**

**MEETING ACTION POINTS**

| <b>ACTION POINT</b> | <b>ACTION REQUIRED</b>   | <b>ACTION FOR</b> | <b>DATE ACTION TO BE COMPLETED</b> |
|---------------------|--|-------------------|------------------------------------|
| 1                   | <b>GSO would follow up with any governors who have not added their DBS check information on GovernorHub.</b>   | GSO               | Autumn term meeting                |
| 2                   | <b>GSO agreed to share the Stockport LA Governor Visits policy, which includes a pro forma for governor visits.</b>  | GSO               | Post meeting                       |
| 3                   | <b>GSO agreed to share the Stockport LA Exclusions Policy once the updated policy was available.</b>   | GSO               | Post meeting                       |
| 4                   | <b>Following a discussion, the Headteacher agreed to communicate with parents that lockdown drills will be practiced in the same frequency as fire drills.</b>     | Headteacher       | Post meeting                       |
| 5                   | <b>Following a discussion, the Headteacher suggested that the school newsletter be shared with PCC members and Rev M Hewerdine would make sure it is received.</b> | Headteacher/MH    | Post meeting                       |
| 6                   | <b>Governors were encouraged to review the governing board development plan and share any comments with the development governor ahead of the autumn term.</b>     | All Governors     | Autumn term meeting                |
| 7                   | <b>The Headteacher agreed to suggest focus areas for governor visits during the term.</b>  | Headteacher       | Autumn term                        |
| 8                   | <b>The governor visits pro forma would be shared with governors.</b>   | Chair             | Autumn term                        |