

DIDSBURY CE PRIMARY SCHOOL LGB MEETING

23rd June 2026, 6pm
at Didsbury CE Primary School

Minutes

Present

Victoria Rippon	Executive Headteacher
Emma Chamberlain	Head of School
Becky Silver	Trust Appointed Governor (Chair)
Samantha Morgan	Staff Governor
Alisan Hogg	Trust Appointed Governor
Dario tom Dieck	Parent Governor
Claire Christopholus	Trust Appointed Governor

Apologies

Paul Good	Trust Appointed Governor and Chair of Trustees
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In Attendance

Kath Breslin Burn	Governor Support Officer
Elizabeth Lugsden	Maths Lead
Sophie McMahon	EYFS Lead
Emilie Smith	SENDCo

Absent

Mark Hewerdine	Trust Appointed Governor
Lee Jenkins	Parent Governor

School initialisms: DCE (Didsbury CE Primary School), SECE (St Elisabeth's CE Primary School), SLCE (St Luke's CE Primary School), WDCE (West Didsbury CE Primary School), SWCE (St Wilfrid's CE Primary School).

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

1. WELCOME & OPENING PRAYER

The meeting opened in prayer at 6:03pm.

The Chair welcomed attendees to the meeting and introductions were made around the table.

The meeting was quorate, with **six** governors in attendance at the start of the meeting.

The Chair advised that the agenda would be adapted so that staff presentations could all take place at the beginning of the meeting.

2. APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from Mr Good.

3. STAFF PRESENTATIONS & SEND REPORT

Staff Presentations

Governors extended their thanks to all staff members who had joined the meeting to explain their roles.

Governors received a presentation from Elizabeth Lugsden (Maths Lead) on the implementation of a new core maths curriculum and the impact it was having on pupil enjoyment of the subject and attainment.

Governors noted that Ms Lugsden's excellent work was being recognised by the Trust and being used a best practice case study for current and future schools.

6:11pm Ms Christopholus joined the meeting.

Ms Lugsden was thanked by governors for her update and hard work.

Governors received a presentation from Sophie McMahon (EYFS Lead), detailing the changes that had been made within EYFS over the course of the academic year and the plans for improvement in the future.

Governors agreed that the children in EYFS all seemed happy and settled and that the ongoing work was having a very positive effect on the school.

Ms McMahon was thanked by governors for her presentation and hard work.

6:42pm Ms Lugsden and Ms McMahon left the meeting.

SEND Report

Governors received an update from Emilie Smith, SENDCo at DCE, on current provision within school.

The SENDCo confirmed that she had uploaded the figures to Easter for governors to review in advance of the meeting and circulated paper copies of the current update at the meeting.

Governors agreed that it was useful to have this sort of overview as it enabled monitoring of the picture over time. The SENDCo confirmed that school staff received similar details, broken down by specific year group as well as the whole-school picture.

Governors were advised that the focus with in-school provision was on early identification of need. All pupils were discussed on a termly basis, with parental engagement taking place as appropriate. The SENDCo reported that very few parental complaints were received about SEND support, however there had been some instances where there had been a difference in opinion between the school and parents over whether an issue had been resolved.

The SENDCo circulated an update to governors on the upcoming SEND reforms and the Trust's response. The SENDCo provided the background to the reforms for the benefit of governors.

The SENDCo summarised the Trust's response, emphasising the benefit of sharing expertise and capacity across all schools, with targeted support being provided as needed. The SENDCo shared that she had been appointed Director of Inclusion for the Trust and would be coordinating dedicated SENDCo support and the recruitment of Deputy SENDCos for each school. The SENDCo advised governors she was happy to return to provide further updates to the board as more details of the reforms were published.

The SENDCo was congratulated on her new role and governors agreed that DCE would feel her absence in school.

How will DCE's needs be met from September onwards? The SENDCo advised that DCE would receive a similar amount of SEND support, with the current SENDCo from SECE covering three of the Trust schools. The SENDCo informed governors that exact timings would be confirmed in September once the need at all schools had been assessed. The Trust was looking to recruit Deputy SENDCos to cover the more administrative tasks in schools.

Will the proposed level of cover for DCE be adequate? The SENDCo advised that plenty of work had been completed with staff to prepare them for the changes. DCE would be where the new model was first put in place and adjustments would be made as necessary, depending on progress.

Will this add to the workload of the Senior Leadership Team (SLT)? The SENDCo reported that getting a Deputy in place would hopefully mean that the workload did not pass to the SLT. The advertisement for the role was due to go live in early July.

Are there any potential candidates already in mind? The SENDCo advised it was difficult to predict who might apply and that applications might be made from across the whole of the Trust. Governors were informed that there was more than one Deputy role available.

Governors agreed that the SENDCo's previous and current work at DCE meant they were in a good place to move forwards. Governors extended their thanks to the SENDCo for her hard work and emphasised that, while it was positive she was staying with the Trust, she would be missed at DCE.

7:20pm Ms Smith left the meeting.

4. ANY OTHER BUSINESS (AOB)

There were no items of AOB declared.

5. DECLARATION OF INTERESTS

Governors were asked to declare any business, financial or personal interests in any agenda items. The following declaration was made:

- Ms Silver declared that she worked for Pop UK, who provided music for collective worship in primary schools.

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

The Head of School confirmed that all DBS and Section 128 checks were in place.

6. TRUST ENGAGEMENT & CEO UPDATE

It was confirmed that the CEO's Visit Report had been uploaded to GovernorHub in advance of the meeting. Governors agreed that it contained multiple positives, particularly the improvements in attendance. Governors also noted that outcomes for writing, maths and EYFS had all improved and extended their thanks to all staff for their hard work in these areas.

Governors noted that the CEO's report highlighted the significant amount of time that the Executive Headteacher and Head of School were having to dedicate to responding to parental demands and asked staff how they could support them. It was agreed that there was no easy answer since each case came with its own unique set of circumstances that were rarely quick to resolve.

Is the core of the problem the cumulative nature of these issues over time? The Executive Headteacher and Head of School considered that it was less to do with the aggregated volume of communication over the whole year and more linked to the granularity of response to particular issues.

Is it linked to scrutiny of the incident report provided? What are the school's obligations around disclosure? The Executive Headteacher and Head of School informed governors that this was the case and that the school was obligated to send the whole report home. This was causing a high degree of staff anxiety, particularly amongst support staff, in case their wording was misrepresented.

Is there a threshold for considering when the number of interventions required might be detrimental to a child's wellbeing? Governors were advised that the Behaviour Policy set out sanctions but that SEND was, rightly, treated as a mitigating factor in their application.

Is external mediation or other support available, from the Trust or elsewhere, when the school and parents can't come to an agreement about how a child can be best supported? Governors were informed that there were always multiple stakeholders involved in an advisory capacity in these cases who helped to identify what can realistically be achieved within the school setting. Governors were reminded that any request for specialist provision had to come from the parents, with agencies such as the Local Authority only intervening in extreme circumstances.

The Executive Headteacher and Head of School reported that they tried to protect other staff within school from as much as possible, but that there was an increasing pattern of concerns being addressed to any member of staff, regardless of their level of involvement with any given pupil. This was generating further anxiety amongst school staff.

Governors discussed potential options for resetting expectations around communication. It was agreed that the school's culture of openness was highly valued and should be protected but that re-establishing boundaries would also afford staff the protection they needed to discharge their duties without excessive anxiety.

Governors discussed ways for helping the school to identify what required referral to the Trust Complaints Policy and how this could be communicated to parents without inflaming the situation. Governors considered whether amendments to the Complaints Policy, covering vexatious complaints and an intermediate level of complaint between Levels 1 and 2, might provide further clarity for all stakeholders. Governors further considered whether an appendix to the Complaints Policy containing guidelines for complaint management might be helpful.

Is the school able to access legal advice if needed? The Executive Headteacher confirmed that the Trust solicitors were always on hand to provide advice.

Governors agreed that they were happy to provide whatever support school staff required, including direct communication with the parental body as a whole and attending individual meetings as an independent witness.

Governors agreed that this needed addressing as a matter of urgency and undertook to consider how boundaries could be re-established without negatively affecting the school's culture. Those present agreed they were happy to attend another meeting this term if required. Governors noted

that addressing this promptly and effectively would allow the Executive Headteacher and Head of School to dedicate more of their time to leading the school.

ACTION 1: Chair, Executive Headteacher and Head of School to arrange a time for further discussion.

7. PREVIOUS MEETING MINUTES

It was **RESOLVED** that the minutes of the meetings held on, 27th January 2026, copies circulated previously, be approved, signed on GovernorHub by the Chair and authorised for publication.

The Action Points and matters arising from the previous meeting were reviewed as follows:

ACTION POINT	ACTION REQUIRED	ACTION FOR	UPDATE
1	Include approval of EVC Policy on Agenda for next meeting	GSO	Completed
2	Upload H&S Audit Report to GovernorHub when received	EHT/Head of School	Completed
3	Include SL curriculum updates on Agenda for next meeting	GSO	Completed
4	Remove Committee visibility on GovernorHub	GSO	Completed

8. CHAIR'S ACTIONS

It was confirmed that no Chair's Action had been taken since the previous meeting.

9. POLICY REVIEW

Governors were advised that the Trust-wide Behaviour Policy had been updated to include the new guidance from the DfE on the use of restrictive interventions.

Regarding the school's mobile phone policy, stipulated in the policy as being at the discretion of each school, is DCE's in line with those at other schools? It was confirmed that this was the case and that pupils were expected to hand their phones into the office at the start of the school day. The Head of School reported that fewer children were now bringing them to school. Governors were advised that some children in the younger year groups were occasionally wearing watches with cameras. Staff confiscated these items and deleted any photos that had been taken in school.

Governors were advised that a draft version of the EVC Policy had been uploaded to GovernorHub in advance of the meeting. It was confirmed that there had been no changes required.

Governors duly APPROVED the adoption of both policies.

10. SCHOOL IMPROVEMENT PLAN & SELF-EVALUATION FRAMEWORK

Governors confirmed that they had read the reports in advance of the meeting and extended their thanks for the high level of detail included.

The Head of School highlighted that EYFS continued to be a priority for the school, as explained earlier in the meeting.

Governors agreed that the monitoring schedule was clear and detailed and that staff should find it beneficial.

It was confirmed that governor visits linked to the key priorities of SEND and EYFS had taken place. Governors agreed that a link visit for maths would be beneficial, following on from the presentation earlier in the meeting.

Governors discussed whether a specific Link Governor for attendance should be appointed, although governors were aware that attendance was linked to Behaviour under the Ofsted framework. Governors agreed that the attendance data provided at meetings allowed for solid collective overview and that there was no need for extra individual time to be invested in this area while obvious improvements were being made.

The Link Governor for Behaviour advised that she had completed a visit for behaviour and attendance the day before the meeting and her visit report had been uploaded to GovernorHub.

Governors agreed that they would set the visit schedule for 2026-27 at the autumn LGB meeting and that they would be linked to the new School Improvement Plan.

11. HEADTEACHER'S REPORT

The Executive Headteacher confirmed that the Head's Report had been uploaded to GovernorHub in advance of the meeting. Governors expressed their appreciation for the amount of work that had gone into it.

The Head of School highlighted that Ms Morgan had risen to the challenges of her role as Assistant Headteacher and that her work and support had been greatly appreciated.

Governors asked that it be noted that Jaclyn Miller's time at DCE spanned 36 years and not 26 as in the report. Ms Miller's long links and service to the school would be recognised at a celebration in mid-July. Governors were invited to attend if able.

When will changes to staffing, particularly the TA situation, be communicated? The Executive Headteacher confirmed this had been done on the day of the meeting. Confirmation had been received that the school could recruit a further TA, with the job advertisement already live. The staffing plan for support staff would therefore likely be finalised this week.

Is it likely that support staff combinations will change? Governors were advised that TAs were allocated according to need and so not always in one specific place.

Will there be reduced provision in class? Governors were advised that the focus would be on supporting specific needs in each class so this was a possibility but not guaranteed. The same support staff ratios would be present for next year regardless.

The Head of School advised that there had been a focus on improving behaviour recently, with the SLT taking time to be more visible during lunchtimes and talking more about the Responsible Behaviour curriculum. There had been fewer instances of low-level bad behaviour as a result.

Why does it take the SLT being present at lunchtime to improve behaviour? Is there a way to bring about these results with other staff so that the SLT can be freed up? Governors were advised that there was a high degree of variability in how strict Lunchtime Assistants were and that they had less appreciation than teaching staff of some of the specific needs of some of the pupils. Teaching staff also being present and aware meant that Lunchtime Assistants could be better supported while on duty. Governors were informed that it was often difficult to keep lunchtime staff abreast of all issues but that communication strategies were in place, including coaching sessions and receipt of the safeguarding newsletter.

Governors agreed that the Headteacher's Report was otherwise very positive. Governors agreed that they would like to hear more about the school's use of Kagan strategies to improve pupil engagement at the next meeting.

ACTION 2: GSO to add discussion of Kagan strategies to the agenda for the next meeting.

12. CURRICULUM & STANDARDS MEETING UPDATE

This item was covered earlier in the meeting.

13. STAFFING & APPOINTMENTS

This item was covered earlier in the meeting.

14. STAKEHOLDER ENGAGEMENT

This item was covered earlier in the meeting.

15. FINANCE

Governors noted their concern that there had been no financial update received from the Trust in advance of the meeting. Governors agreed that this lack of oversight meant they were unable to either effectively hold the SLT to account or be reassured that the SLT themselves had the requisite information to discharge their own roles.

Governors agreed that greater transparency with financial data for the school and decision-making at Trust level would be beneficial, since this would enable better communication and thus the school could build greater trust with all stakeholders.

Would it be possible for a Trust representative to attend an LGB meeting to explain the decision-making capacity at each level or the organisation? The Chair advised that she would contact the CEO about the issues raised at the meeting and would request that a Trust representative attend the autumn LGB meeting.

ACTION 3: Chair to contact CEO about the LGB's position on financial data.

Governors discussed the effect on staff, pupils and parents of not being able to communicate a full rationale for expected works to playgrounds not proceeding. Governors recognised that DCE was one of the smaller schools in the Trust and agreed that they did not expect the other schools to contribute to DCE's individual budget. Governors highlighted, however, the professional support

they provided to the wider Trust at school and board level and emphasised the reputational benefit to the Trust of the school's results. Governors expressed their disappointment that these things were seemingly not taken into account when making funding decisions.

Governors agreed that it would benefit their work to have financial data provided in advance of meetings and that any decisions on capital or other funding should come with a clear rationale for the decision.

16. COMPLIANCE & SAFEGUARDING

Governors noted that detailed reports for both compliance and safeguarding had been uploaded to GovernorHub in advance of the meeting. Governors agreed that the report summaries were very helpful.

Are actions arising from the Health and Safety audit being followed up, fire doors aside? Governors were informed that the school had followed up on the low-level lighting recommendation but had been advised that this was not a statutory requirement. The Executive Headteacher advised that a new consultant would be sought for the next audit.

The Executive Headteacher advised that a funding bid for replacement doors and windows had been declined again. An appeal had been sent by the consultancy firm used by the Trust to submit bids to the government. Governors were advised that the school were still awaiting feedback on this decision. Governors agreed that the work was becoming critical since pupil safety and safeguarding were at risk.

Governors agreed it was reassuring to hear that the recent fire drill had gone well, but registered concern that the stress of a genuine need for evacuation might result in an increased risk of harm, given the state of the doors.

Governors were advised that some minor works had been carried out in order to protect the safety and wellbeing of vulnerable pupils. High-level door release buttons and mag-locks had been installed to prevent unauthorised egress and ingress.

There was an email to parents recently reporting a suspicious person, what happened with this? Governors were advised that nothing further had come of the report, but that the concerns had had to be taken seriously.

17. LGB MATTERS

The GSO advised that there were no vacancies, due to incorrect categorisation of one governor on GovernorHub. Governors noted that the Staff Governor's term of office was due to end in October 2026.

The Development Governor noted that governor visits had been completed in line with the visit schedule but that some visit reports were missing.

ACTION 4: Development Governor to chase missing visit reports.

The Development Governor advised that the Spring review of the development plan had been uploaded to the relevant folder on GovernorHub and requested that governors read it. It was also suggested that governors check that all their confirmations and declarations were in place on GovernorHub.

ACTION 5: All governors to review confirmations and declarations on GovernorHub.

18. MDBE SUMMER NEWSLETTER & STOCKPORT MBC BRIEFING PAPERS

Governors noted that the MDBE newsletter and Briefing Papers from Stockport MBC had been uploaded to GovernorHub in advance of the meeting.

19. CONFIRM DATES

The GSO undertook to circulate the options for 2026-27 meeting dates after the meeting.

20. ANY OTHER BUSINESS

There were no items of AOB declared at the start of the meeting.

CLOSING PRAYER

With no further business to discuss, the Chair thanked everyone for their attendance and input and the meeting closed at 8:58 with a prayer.

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

(Chair)

DIDSBURY CE PRIMARY SCHOOL LGB MEETING

SUMMER 2026 DRAFT MINUTES

MEETING ACTION POINTS

ACTION POINT	ACTION REQUIRED	ACTION FOR	DATE ACTION TO BE COMPLETED
1	Arrange a time for further discussion	Chair, Executive Headteacher, Head of School	Post-meeting
2	Add discussion of Kagan strategies to the agenda for the next meeting	GSO	Post-meeting
3	Contact CEO about the LGB's position on financial data	Chair	Post-meeting
4	Chase missing visit reports	Development Governor	Post-meeting
5	Review confirmations and declarations on GovernorHub	All	Post-meeting