



# The Governing Board of Montgomery Primary School Meeting

Meeting							
Date	14 <sup>th</sup> July 2025	Location	5.00 pm Montgomery Primary School				
Anticipated	Initials			Anticipated	Initials		
Name		Type of governor	Time joined/left if not present for full meeting			Type of governor	Time joined/left if not present for full meeting
Rosalind Brown	RB	Partnership		Sophie Tucker	ST	Co-opted	
Joss Chappell	JC	Staff		Stephanie Walker	SW	Co-opted	
Mark Richardson	MR	LA		Katrina Way	KW	Headteacher	
Gemma Stringer	GS	Parent		Simon Webber	SWe	Parent	

Apologies	Initials	Type of governor
Mark Richardson	MR	LA
Sophie Tucker	ST	Co-opted

Absent without apology	Initials

In Attendance	Initials	Present who are not a governor
Hannah Dyer	HD	Clerk

Minutes to
Attendees & Apologies

Item	Minutes from Agenda	Led by
1	<p><b>Welcome and apologies</b></p> <p>SWe welcomed the full governing board to the meeting. Apologies were received from Mark Richardson (MR) and Sophie Tucker (ST). The remaining members of the governing board accepted the apologies. The meeting commenced at 5.04 pm and was quorate.</p> <p>Gemma Stringer (GS) will resign from the governing board of Montgomery Primary School. The date of 14<sup>th</sup> July 2025 will be noted in the records.</p> <p>The meeting moved to confidential minutes at 5.18 pm and returned to the main FGB at 5.20 pm.</p>	SWe
2	<p><b>Attendance &amp; Business/Pecuniary Interest Register</b></p> <p>Governors were reminded they must declare any conflict of interest which becomes apparent during the meeting. There were none for this meeting.</p>	SWe
3	<p><b>Approval of minutes FGB</b></p> <p><u>23<sup>rd</sup> June 2025</u> FGB</p> <p>The minutes were agreed as an accurate record of the meeting and signed by the Chair. The minutes will be filed by the Clerk.</p>	SWe/All

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4	<p><b>Matters Arising</b> There are no matters arising for this meeting.</p>	SWe		
5	<p><b>Clerks Report</b> The weekly alert has continued to provide a wealth of information for the members of the governing board and is a valuable resource – information will be refreshed for the governing board in the new academic year. There is further information available to the governing board on the DfE website.</p>	HD/All		
6	<p><b>Visits to School</b> Both RB and GS were invited to school to listen to the presentations by the Year 6 pupils for the Civic Award. The talent show was also a great success for those families and pupils who were invited to attend. The charity week at the end of June saw pupils and families come together to raise awareness for the FORCE Cancer Charity with dancing, singing and jazzercise. The Summer Fayre was held on 27<sup>th</sup> June 2025 – a great success.</p>	SWe/All		
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;"> <u>Date of Visit</u> 03/07/2025 14/07/2025 </td> <td style="width: 50%; padding: 5px;"> <u>Details of Visit</u> Music Monitoring Headteacher Appraisal </td> </tr> </table>	<u>Date of Visit</u> 03/07/2025 14/07/2025	<u>Details of Visit</u> Music Monitoring Headteacher Appraisal	RB SWe/MR
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7	<p><b>Headteacher Update</b> A Headteacher Report was not forwarded to the governing board prior to this meeting. KW advised the Headteacher Appraisal has taken place and re-affirmed the stability required for the coming academic year – there will be new teams, new teachers, new people in the school community.</p> <p>The confirmed SATs data was presented to the governing board:-</p> <p><b>Reading</b> Expected Standard (EXP+): 76.3% Greater Depth Standard (GDS): 35.6% <i>Both above national averages</i></p> <p><b>Writing</b> EXP+: 57.6% GDS: 1.7%</p> <p><b>Maths</b> EXP+: 69.5% GDS: 20.3%</p> <p><b>Combined Results</b> EXP+: 55.9% GDS: 1.7% <i>Just 6% below the national average</i></p> <p>The governing board spoke further about the progress shown in reading and the further coaching and mentoring which will be put in place for the Year 6 children in the academic year 2025-2026. This has been mapped out and planned for the Year 6 cohort and teaching staff. There are 3 papers which have been put forward for re-marking.</p>	KW		

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	<p>The governing board re-visited the predicted results (the topic was fully discussed at the meeting held on 23<sup>rd</sup> June 2025).</p> <p>With staff movement and new members of staff in post, the governing board spoke of the need to ensure KW is fully supported. The governing board are very aware that KW will need to focus on the new staff in place as well as the teaching and learning in school. The governing board acknowledged the support from the SLT and that of the Business Manager, Lisa Shepherd. KW is aware that systems are in place which re-inforces the support in place.</p> <p>The MEMC reported that the solar panels are now in fully working order. KW will speak further with Mia Bridgland (Year 5) about sustainability and passivaus and the possibility of putting together an assembly about the school. The governing board also noted that with the LED lighting being installed over the holiday period, this will have an impact on spend moving forward.</p> <p>With the introduction of My Child at School (MCAS), communication will be forwarded to all parents/carers explaining the details for its use. The message will be sent re-inforcing that this will be the means for communication and Seesaw will be a learning platform only.</p>	
8	<p><b>GDPR</b></p> <p>The Privacy Notice for parents/carers has been updated to include Bromcom and new requirements of data protection legislation that have come into effect. The details have been uploaded to the school website and parents/carers have been informed.</p>	JC/All
9	<p><b>Safeguarding</b></p> <p>The Safeguarding position has been re-advertised and further interviews will take place on Monday 21<sup>st</sup> July 2025.</p> <p>The governing board discussed the cyber procedures and requirements for Montgomery Primary School. Moving forward, the governing board members who lead both GDPR (JC) and Safeguarding (SW) will be involved with all training available as well as the Chair (SWe).</p> <p>The governing board spoke further about the recent cyber attacks to well known brands and how the attack was dealt with – as a school, Montgomery Primary School must know what to do and have a set plan in place should this happen – this will include looking at all of the internal workings of the school e.g., registers and pupil contact details.</p> <p>The Emergency Management Plan will be reviewed to look at, ‘evacuation’ and, ‘invacuation’. The use of a different sound on the alarm setting will be investigated in order that the school community can hear the different sound. The governing board spoke about, ‘soft’ and, ‘hard’ procedures which the staff community are aware of.</p> <p>A SCR audit was completed on 7<sup>th</sup> July 2025. The governing board were informed that LS was proficient in the knowledge and procedures and processes relating to the new starters. Random names were also pulled from the staffing list and their information viewed. LS has a spreadsheet and names are also highlighted to ensure of any action required to be taken e.g., a leaver.</p> <p>It was noted that all staff advertisements have been re-written, all paperwork is consistent and safer recruitment is in place.</p>	SW/All

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10	<p><b>Sex &amp; Relationships Education and RE (Collective Worship)</b></p> <p>The curriculum will be re-visited for the above topic in the new academic year – changes will be released imminently. The governing board spoke of the need to be pro-active and not re-active when it comes to children’s knowledge of the internet. KW will adjust planning accordingly when the information is released. KW advised that the children have been made aware of WhatsApp and the use of this app – there have been less problems at school.</p>	KW/All
11	<p><b>Montgomery Primary School</b></p> <p>SWe thanked the members of the governing board for a fulfilling and rewarding year, with the presence of Ofsted too. SWe thanked KW for her continued guidance through the academic year.</p> <p>The governing board thanked the FoMS and MEMC for their continued support.</p> <p>The governing board extended their thanks to GS for the huge support given in the time of being a governor for Montgomery Primary School.</p>	SWe/All

The meeting closed at: 6.09 pm

Detail of next meeting			
Date/Time	September 2025	Location	Montgomery Primary School