



The Governing Board of Montgomery Primary School Meeting

Meeting							
Date	24 th March 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
Stephanie Walker	SW	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	Welcome and apologies SWe welcomed the full governing board to the meeting. Apologies were received from Stephanie Walker. The remaining members of the governing board accepted the apologies. Sophie Tucker advised of work commitments and the probability of arriving late to the meeting – ST arrived at 5.28 pm. The meeting commenced at 5.08 pm and was quorate.	SWe
2	Attendance & Business/Pecuniary Interest Register Governors were reminded they must declare any conflict of interest which becomes apparent during the meeting. There were none for this meeting.	SWe
3	Approval of minutes FGB <u>24th February 2025 FGB</u> The minutes were agreed as an accurate record of the meeting and signed by the Chair. The minutes will be filed by the Clerk.	SWe/All
4	Matters Arising <u>Wraparound Care</u> The governing board will continue to watch what happens with the pilot schemes.	SWe

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	<p>The governing board asked how will this develop? How will this be managed? How will the school feed 400 children? Are there any schools in Devon that MPS could talk to? KW advised that some of the schools have already pulled out of the pilot scheme. KW stressed that MPS are educators and teachers. MPS have sports activities in place and the school is, 'open' from 8.00 am – 6.00 pm every day. The governing board discussed the fact that parents and carers have a responsibility of basic care to children and meeting these needs. To this end, parents and carers should ensure that their children are taught basic life skills at home, including tooth brushing, giving breakfast and toilet training.</p> <p><u>Communication to staff and community - Ofsted</u> The above will be drafted by SWe.</p> <p><u>Trees on school boundary</u> Communication was received on 19th March 2025 relating to the above. Whilst the Clerk was copied into the communication, the governing board all agreed this is an operational issue which falls outside of their remit. However, the governing board were assured that quotations are being sought and the school is following protocol. A response will be sent.</p>	
5	<p>Clerks Report The weekly alert has continued to be forwarded to the governing board.</p>	HD/All
6	<p>School Improvement Plan Please note in conjunction with Points 7 and 8.</p>	KW
7	<p>School Monitoring The monitoring calendar will resume in the next half term.</p>	KW
8	<p>Visits to School No visits to report.</p>	KW/All
9	<p>Headteacher Report The report was forwarded prior to the meeting. The following questions were raised:-</p> <p><i>What are we doing to ensure that our most able students are stretched and judging whether this challenge is suitable? There is no ceiling – all children are challenged. The higher ability children are stretched.</i></p> <p><i>Based on the previous Year 4 achieving a high percentage on timetables compared to national, is the expectation for Maths in Year 6 higher this and next year? What other indicators do we have that maths will move from just below national average in the coming years?</i> The governing board spoke about the small Year 4 cohort. KW confirmed it was correct to ensure there were two classes, even though they were small class sizes. There has been exceptional progress in Maths and it is now back on track.</p> <p>The timetables are taught separately to the maths classes in school.</p>	KW

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	<p><i>With the removal of the Gold/Silver/Bronze in Maths – what is the new system and how does this ensure that all children, including high achievers, remain challenged and engaged?</i> There are now different sets of work – all pupils are given the task and objective but they are adapted (KW advised of pupils feeling they are, ‘rubbish’ because they are only on bronze). This is accessible for all children.</p> <p><i>The report notes, ‘growing number of concerns from parents’ in the section about meetings with SENCO – what does this mean? Are these concerns about school? Or with external systems not meeting their children’s needs? Or both? Please clarify.</i> KW explained that parents and carers are welcome to visit school for a discussion, even if the concern is not SEN. Parents and carers also come to the school as other services are unavailable or the threshold for support is so high. Furthermore, Montgomery Primary School has become a school of choice. Montgomery has a strong name in the community and is known for its professionals, for being inclusive, supportive, nurturing and caring. Lots of families are choosing to join our school because they have heard this or they have not had support elsewhere. There is a lot of information available for parents and carers to read online - this sometimes triggers anxiety and they then worry that their child may have something they have read about and wish to discuss it further with school. As a school we also have clear systems in place for identifying need and this means we are able identify those children that require support and recognise where referrals to outside agencies are required in a time effective manner.</p> <p>Additional conversation ensued about the following:-</p> <p><u>Readwrite Inc</u> This will continue to be monitored across the school especially Year 2 where there is a high percentage of need. The impact of Readwrite Inc will be seen in the Summer term.</p> <p><u>Attendance</u> The percentage attendance data is 94.17% (Year 1 – 6). The governing board were made aware that the staff are continuing to navigate the new Bromcom system and the reports which are available on the system. There is further work to complete to ensure all data is accurate.</p> <p><u>Ofsted</u> The governing board thanked KW for the internal Ofsted report which was produced. The document was informative and a positive piece of work.</p> <p>All teacher, TA and staff appraisals have been completed.</p>	
10	<p>Headteacher Appraisal <u>24th March 2025</u> Both SWe and MR confirmed they are confident in the Headteacher Appraisal process and that today’s meeting went well. KW confirmed that the team were strong and supportive and there is an awareness of the work/life balance for the role of Headteacher. KW will continue to review the delegation of workload.</p>	SWe
11	<p>GDPR The DPO will be informed of the change of system, ‘Bromcom’ to ensure the privacy notices are brought up-to-date.</p>	JC/AII

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12	Safeguarding <p>The governing board agreed that on each occasion they visit the school, Safeguarding is at the forefront.</p> <p>There is nothing further to raise for this meeting.</p>	SW/All
13	Pupil Premium Spending & Impact <p>Please view the key information button on the school website. The details of the visit with Julie Stevens will be carried forward to the meeting scheduled for 12th May 2025.</p>	SW
14	Financials for Montgomery Primary School <p>There were no financial documents for this meeting. As previously minuted on 24th February 2025, there was an overlap of the finance system (no system available from 31/01/2025 to 24/02/2025 old to new). KW advised that LS is continuing to work with SC (DCC) and has undergone financial training on the new Bromcom system, however, the timings have affected year end, budget planning as well as payment of invoices. KW has a further meeting with LS and SC to review the schools' financial position. Furthermore, all schools within DCC are in this position (it was hoped that DCC would release a statement for all business managers detailing the difficulty in producing year end and forecasts). An update will be provided at the next meeting.</p>	LS
15	School Improvement for Montgomery Primary School <p>The report from LS, Business Manager, was forwarded prior to the meeting. There were no further questions at the meeting.</p>	LS
16	SFVS <p>The SFVS documentation and previous report was forwarded to LS with links to guidance. The Q card was forwarded to the governing board. The governing board received the document prior to the meeting. The governing board discussed the following points:-</p> <p><u>Point D – 17 – Staffing</u> <i>Does the school benchmark the size of its senior leadership team annually against that of similar schools?</i> It was reported that Montgomery Primary School sits well within the parameters.</p> <p><u>Point E – 18 – Value for Money</u> <i>Does the school benchmark its income and expenditure and investigate further where any category appears to be out of line?</i> It was reported that new screens had been purchased, therefore, the IT expenditure was higher.</p> <p>The governing board noted that the SFVS document reports that Montgomery Primary School was in a federation. Having now produced stand-alone budgets and forecasts, the school is in a better position to benchmark.</p> <p>The Schools Financial Value Standard (SFVS) was agreed by the governing board and signed off by the Chair. The signed copy will be forwarded to LS.</p>	SWe

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17	Policies <u>Admissions Policy 2026-2027</u> The policy was adopted by the governing board and the details will be forwarded to Andrew Brent at DCC. The policy will be uploaded to the school website.	SWe/All
18	Training Schedule Budget Monitoring 13 th March 2025 KW Effective Leader Governance 18 th March 2025 KW KW confirmed attendance at the above training sessions. The training sessions were informative. Further training opportunities will be forwarded to the governing board.	SWe/All
19	Montgomery Primary School The governing board closed the meeting with the discussion point that Montgomery Primary School is, 'outward looking' and has eyes on the educational landscape, as well as being keen to share in best practice. The leadership team will continue to participate in training courses and will continue to learn. The governing board all agreed that the culture, staff and community will continue to make Monty special.	SWe/All

The meeting closed at: 6.09 pm

Detail of next meeting			
Date/Time	12 th May 2025	Location	Montgomery Primary School