

**Meeting of the Full Governing Body of
Selby Abbey CE (VC) Primary School
Wednesday 1^{0th} December 2025 @ 4.00pm**

Present: Rachel Ray (Head), John Weetman (JWe), Nicola Adamson (NAd), Sue Blair (SBI), Lisa Beaston (LBe), Isca Watson (IWa), Rob Berry (RBe), Tom Shakesby (TSh). Chido Mwayera (CMw), Nikola Idle (NIId), Ann Tenant (ATe) Stephen Maughan (SMa)

Present via Zoom:

Apologies:

Clerk: Samantha Edwards NYC (SEd),

No	Item / Discussion	ACTION
1.	Welcome: Those present were welcomed and the meeting was opened at 4.00 pm by SMa with a prayer. Introductions made to SMa as new Foundation Governor.	
2.	Apologies: There were no apologies of absence to consent to.	
3.	Confidentiality and declarations of interest: No declarations of interest were made. Governors and staff were reminded of their requirement for confidentiality.	
4.	Notification of urgent other business and confidential items: The following additional items were added to the agenda: - Parent Governor Election. - Co-opted Governor.	
5.	Approval of the minutes of the FGB meeting held 1st October 2025. The minutes were agreed as a true record and signed by the Chair. The signed minutes were passed to the Head for filing in school. Action points and Matters arising: - Reminder to send Safeguarding certificates to NAd ASAP. - IWa and CMa have both completed complaints training.	
6.	CCES Committee Feedback. Feedback from meeting held on 18 th November 2025: Looked at SEF and SDP for 25/26. SEF was sitting under the old Ofsted framework, and this will be updated and moved into the new framework over the next 2 terms. Governors were in agreement to approve both documents.	
7	FSE Committee Feedback. Feedback from meeting held on 25 th November 2025: Slightly improved position for next financial year, however the following 2 years falls backwards due to reduced pupil numbers and increased expenditure. School has worked on marketing to attract new pupils with open mornings, leaflets, visits and banners. Governors recognised that it was disappointing to be in this position after the work involved in restructuring the school to improve financial situation. Revised budget has been submitted and the LA may request a financial review with head and chair.	

	Benchmarking report showed that the school was in line with similar schools and unnecessary decisions were not being made impacting on finances. On a positive note, numbers for September 2026 have already increased by 1/3 from this intake. Challenge: Do you think that these are people with siblings already in school? Response: I think that people are just choosing us. When they visit us or attend open mornings, people are very positive.	
8	PP Strategy Approval Funding has decreased slightly this year due to the number of pupils claiming PP. Document has to be approved so that it can be publicised on the website. Many of the objectives are similar to last year: - Attendance & punctuality. - SEMH. - Speech, language & communication. - Careers & aspirations. - Attainment Challenge: If we are having similar objectives, do we have evidence so that these are working and having an impact? Response: Attendance has increased. The pattern of attendance has changed, and this is mainly linked to term time holidays, so we are working closer with disadvantaged families. Things such as S&L, we are targeting those as they first come into us at start of their education. Aspirations work is different – encourage and motivate which should impact on attainment. Challenge: Have you set up the Rainbow class? Response: Yes, we are in process and setting it up as an additional space to support pupils primarily in KS1. Challenge: What space are they going to be using? Response: They will be in learning zone off the main hall. Governors were in agreement to approve the strategy and have it published on the website.	
9	Headteacher Report Admissions / Attendance: This time last year we had 25 first choice pupils, this year we currently have 36. There have been a few pupils who have left us, but these have been replaced by new pupils joining. Challenge: The pupil who has elected for home education, was that due to meeting need? Response: It was personal circumstances. Attendance has slightly improved. We will be writing to parents and will introduce a new reward for attendance. We will utilise class dojo for children who have attended on time every day as lateness is a bigger problem. Staffing Staffing is very settled at present, and staff are remaining positive. BS has taken on assistant SENCo role. Meetings / CPD Achieved a lot over the last few months with external advisors: - Headteacher PM. - Autumn term planning meeting. - Staff appraisals. - Governor Health Check. - ECT mentoring x 2. - Succession planning for LS.	

	CPD: - RWI development day for all staff. - RR/ HM Primary Curriculum Network training. - Writing framework – training delivered by NYC hub. - Understanding Christianity training to support RE syllabus. - OB nearly completed NPQSL. - Rights Respecting Award to achieve silver. - Headteacher briefings. - AT- re-accreditation of Mental Health First Aid. - Second year of maths mastery. Premises: Challenging Autumn term. New ceiling needed in the annexe hall which has been a 10-week process to complete. This has meant disruption in school as well as the impact on time. Insurers have been out to assess the latest leak, and we are waiting to hear back from them. SDP 2025-26 Document has been updated with actions from Autumn term and RAG rated. The document is linked to the new Ofsted framework. Section 1: Challenge: <i>What is the Governor Service Package?</i> Response: <i>It's the SLA, provides access to training and advice.</i> Challenge: <i>Should we have been contacted from our school contact to come in and complete a visit?</i> Response: <i>Yes, we can chase up those that haven't yet been in, most governors have completed a visit this term.</i> ACTION: RR to chase outstanding visit contacts. Section 2: - Developed our own Selby Abbey reading spine and we will look at this in more detail on January training day. Still need to appoint ambassadors and this will be updated at next CCES meeting. - New Writing framework and have completed a lot of CPD around this. Now need to complete an audit and this will give us next steps. - Computing Lead (BS) needs to do a digital audit. This will be moved to Spring term. Section 3: Behaviour Policy: - Has had a tangible impact, staff feel supported by structure, know what to do and the steps to follow. - There is motivation to receive a badge, first bronze and then moving up to silver. - Discussion at January training day to see how staff feel the behaviour policy worked during Autumn term. - Need to make some adjustments to policy around pupils with specific needs. Personal development - Well-being in mind has started to evolve which has been an asset. - Children taking pro-active role in school with various ambassador and leader roles. - Addressing and being more pro-active with staff well-being. Safeguarding & Inclusion - Haven't done any parent workshops for SEN but working closely with parents. - Moving all staff onto CPOMS which has been a huge undertaking of work. - Visit from Christine Johnson (LA). - Improved induction process for visitors.	
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10	Safeguarding Update - 0 Complaints - 4 Suspensions. - 149 incidents logged. Challenge: Are teachers feeding back to parents and not recording it? Response: Need to make sure staff add feedback to CPOMs as well. All teachers and HLTAs have no been given access and we are also going to give access to TAs as well. Challenge: In terms of the number of incidents, are we noting any trends at all? Response: It is slightly decreased from last report to governors. With the context of the school, we will always be busy.	
11	Leadership & Management Strategic Plan: Added to Teams for governors to make comment, feedback and amendments. Plan can now be built out and move it forward. Date agreed to meet and finalise plan of 10th February 2026 at 4pm. Training: - IWa and CMA have completed complaints training. - NAd to recirculate KCSIE training link and declaration through TES. - New parent governor to complete Induction training. - SMa has completed Introduction to Governance though NYES. Visits: - Collective Worship JW. - PSHE RB - Safeguarding JW - PE / Sports RB - History SB - French / Language CM Reports will all be added to teams when they are completed. Health-check Update Completed by Chris Walker at LA. There were no documents requested in advance. Few minor points noted of documents not on website however most of the report was green. Report will be shared when it gets sent by LA.	
12	Policies: The following policies had been circulated for approval: - Single Equality Scheme - Attendance There is a formatting error on the Equality Scheme. Scheme needs to have an action plan added which still needs to be completed. Attendance policy has been updated recently. Challenge: Is this a NYC document you amend? Response: Yes, it's been fairly well personalised. Challenge: When would you authorise a holiday? Response: Religious holiday or for a service child. Challenge: And do you fine people? Response: Yes, we do. Action: Plan to be completed and added and then approved at CCES in February. Governors were all in agreement to ratify and adopt these policies.	

13.	To deal with any items identified at item 4 above: Parent Governor election has now been finalised and Jenna Skilbeck will join the governing board following DBS clearance. JSk has an EFYS background which will be her allocated area as a link governor. 3 representatives in all and both the other 2 candidates received a respectable number of votes. Challenge: Did any of the nominees attend the vote count? Response: No. We recorded 6 spoiled votes at the count. OH, was one of the nominees who was unsuccessful. Discussion around how OH could be involved as he was previously link governor for website compliance. Suggested that he could be associate governor and continue this role and be invited to attend elements of meetings as required. ACTION: RR / JW to speak to OH regarding this proposal.									
14.	Any other business									
15.	Date of Next Meetings: All to be held in school and all meetings to start at 4pm: <table><tr><th>Spring Term</th><th>Summer Term</th></tr><tr><td>CCES – 11th February 2026</td><td>Finance – 20th May 2026</td></tr><tr><td>Finance – 12th March 2026</td><td>CCES / FGB – 15th July 2026</td></tr><tr><td>FGB – 26th March 2026</td><td></td></tr></table>	Spring Term	Summer Term	CCES – 11 th February 2026	Finance – 20 th May 2026	Finance – 12 th March 2026	CCES / FGB – 15 th July 2026	FGB – 26 th March 2026		
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The meeting closed at 17.35pm

Signed: *John Weetman*

Date: 25th March 2026

ACTIONS of the meeting of 10th December 2025

	ACTION	BY WHO	BY WHEN
1.	All Governors need to send in certificates into school to confirm that they have read and completed the training	ALL	ASAP
2.	Publish PP document on Website	RR	ASAP
3.	Chase contacts for governor link visits BG and LS	RR	ASAP.
4.	Action plan completed to add to Single Equality Scheme policy and then approved at CCES	RR	Feb
5.	Speak to OH regarding website and Associate Governor role.	RR/ JW	ASAP.