
School: St Peter's CofE Junior School
Meeting title: Spring term meeting of the governing body
Date and time: Wednesday 11 February 2026 at 6:30pm
Location: The Hermitage, Wilford Road, Ruddington

Membership
'A' denotes absence

	Mr D Allcock
	Mr D Baker
	Mr M Bradley (headteacher)
	Rev. A Buchanan
	Mrs N Burton
	Mr R Dodd
	Mr L Farrell
	Mr T Flint
A	Mrs C Houghton
	Mrs S Johnson-Marshall (chair)
	Mrs R Keen
	Mrs N Roe
A	Ms J Stapely
	Mr A Venables

In attendance Ms C Baird (clerk to the governors)

GB/01/26	Apologies for absence	Action
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Apologies for absence were received from Mrs Houghton (childcare) and Ms Stapely (childcare).

It was

resolved

that the governing body consent to these absences.

GB/02/26	Declaration of interest
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There were no declarations of interest, either direct or indirect, for items of business on the agenda.

GB/03/26	Review of membership and terms of office ending in the next twelve months
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Governors noted the following terms of office ending in the next twelve months:

- Mrs Burton (parent governor): 3 May 2026
- Mr Allcock (co-opted governor): 25 September 2026.
- Mr Venables (co-opted governor): 25 September 2026.
- Mr Dodd (local authority governor): 6 October 2026

Governors also noted that the recruitment process for the two existing parent governor vacancies did not go ahead as planned.

Governors **agreed** to postpone recruitment to the three parent governor vacancies until the summer term.

Governors **agreed** to discuss co-opted governor reappointments at the summer term FGB meeting.

Governors noted that Mr Dodd's reappointment as local authority governor was in progress.

GB/04/26 Approval of minutes of autumn term meeting and any special governing body meetings

The minutes of the autumn term meeting held on 15 October 2025, having been previously circulated, were confirmed and signed by the chair.

Review of actions

GB/47/25 – SFVS: see item GB07/26 below.

GB/47/25 – Year-end reforecast: see item GB07/26 below.

GB/58/25 – Governors noted that Ms Stapely had agreed to take on the role of governor training co-ordinator.

The chair stated that the minutes of the special FGB meeting held on 16 December 2025 to discuss school closure information had been circulated and approved.

GB/05/26 Receipt of minutes and approval of policies from committees and working parties

Governors noted the following committee meetings:

- SP&P – 19 November 2025, including pupil premium update, with governor monitoring to be arranged.
- F&GP – 19 November 2025, including governors' health and safety report.

The chair stated that the minutes for both meetings had been approved.

Governors **ratified** the following, as approved by committee:

- SEND policy and information report.

Governors **approved** the minutes of the joint SP&P and F&GP committee meeting held on 21 January 2026.

Q: Is there any update regarding buildings insurance?

A: No, the school's situation is not covered by the buildings insurance which is provided by the DfE scheme.

GB/06/26

Holding executive leaders to account - summary of headteacher's report and governors' questions and challenge

The headteacher presented his report, which had been previously circulated. The headteacher stated that the current focus was on the day-to-day running of the school and the upcoming learning village. Also, due to the current situation, there was no additional capacity for leaders to focus on school development priorities. The headteacher stated that the current school circumstances were difficult for teachers and noted that the children were coping well.

The headteacher drew governors' attention to the three missions included in his report:

Mission 1: All pupils receive a high-quality education in their new temporary schools – governors noted the following:

- Impact of staff absences.
- Reduced leadership capacity.
- Children are happy and settled in their temporary schools.
- Attendance remains high.
- Parents are happy, with hardly any complaints received.
- Wider opportunities for children reduced.
- Only one child has left the school since the closure, and one child has joined the school.
- Open communications with parents which are positive and optimistic – governors agreed that this was clear in all communications from the school, including social media.
- Staff adapting to different roles.

Mission 2: By mid-March the school community is together in a well-designed learning village – governors noted the following:

- This is now likely to be in April – building starts on 16 February 2026, with the keys received on 2 April 2026.

Q: Will you be able to get things out of the classrooms?

A: We expect to be allowed back in to school to do this by early March.

Q: Will some of the equipment and furniture go into storage?

A: Yes, there will be onsite portakabin storage provided.

Mission 3: Over the next two years a new state of the art school is built for the children of Ruddington – governors noted the following:

- Awaiting government to release funding, with the timescale for this not known. The local MP is working with the school to support the application process.

The headteacher highlighted the following other aspects of his report:

- Pupil numbers – remain stable.
- Ofsted inspection – governors agreed that the outcome was a cause for celebration and pride and formally recorded thanks to all staff and pupils.
- Attendance – data similar to this time last year. However, the attendance of children who qualify for free school meals is still lower and so is a focus for improvement.

- Behaviour – noted some low-level negative behaviour, possibly due to current school circumstances with routines disrupted. One exclusion in the current academic year, prior to the school closure. The headteacher gave a summary of the one reported racist incident, stating that actions taken to address this were ongoing.
- Increase in safeguarding referrals and number of children open to social care.
- Finance – the unprecedented situation of the school means that the budget position is not clear. School is in discussion with the local authority regarding finances, but progress is slow.

Governors discussed the management of the school closure, agreeing that communications with parents were exemplary and noting the excellent work done by the headteacher, the leadership team and the site manager. Governors formally recorded their thanks to all staff for their hard work in the current circumstances.

Q: How many first-choice applications have been received?

A: 89. A letter detailing the plans for the learning village was sent to Y2 parents before applications closed.

Q: What is the context for the attendance of vulnerable groups?

A: Of the 59 children in school who are in receipt of pupil premium, 19 are classed as persistently absent. Reasons for this include holidays, medical appointments and historical issues. The school is working with parents to develop relationships to support attendance.

Q: Are the safeguarding referrals spread over all year groups?

A: Yes.

Q: Are the safeguarding referrals for families who are new to the school?

A: Some are.

Q: Have there been any discussions around the form which the new school will take?

A: It will definitely be a junior school.

GB/07/26

Overseeing financial performance - financial reporting

School budget

The chair stated that the budget for 2026/27 will be received during February half-term.

SFVS

Governors **ratified** the SFVS, as approved by the F&GP committee on 19 November 2025.

Year-end reforecast

Governors noted that the year-end reforecast had been approved by the F&GP committee on 19 November 2025. Governors noted that the surplus had reduced from £66,980 in November 2025 to c£28,000 currently.

Services for schools

The chair stated that the services for schools information was not yet available.

GB/08/26 Update on appraisal process for headteacher and staff including an update on the wellbeing of the headteacher and staff.

The chair stated that the headteacher appraisal meeting had been cancelled as it had been due to take place in December 2025. Governors **agreed** to postpone the headteacher appraisal process for the time being.

The headteacher stated that staff appraisal targets had been set in September/October 2025 but there was no capacity to have mid-year reviews and so they will be reviewed at the end of the academic year, with the disruption taken into account.

Q: Would there be any logic in changing the staff appraisal targets?

A: There is currently no capacity to reset the targets. Review meetings will be held with staff at the end of the academic year.

GB/09/26 Confirm arrangements to review child protection and safeguarding recording and reporting systems (CP confidential file audit)

Governors **agreed** to defer the CP confidential file audit to the summer term, noting that the child protection and safeguarding recording and reporting systems had successfully been reviewed as part of the Ofsted inspection.

Head/NR

GB/10/26 Corporate Directors' reports

Governors noted the following report, to be discussed by the SP&P committee:

- *Improving school attendance*

SP&P

GB/11/26 Communication received and updates

From chair

The chair stated that she had emailed the local MP in December 2025 to thank him for his ongoing support following the school closure and she read his reply to governors.

From headteacher

None.

From clerk - governor newsletter

Governors noted the first spring edition of the governor newsletter, in particular the information on the governor conference.

GB/12/26 Report from training co-ordinator including review of governor training audit and training requirements for 2026/2027

Governors **agreed** to defer this item to the summer term FGB meeting.

Agenda

GB/13/26 General Data Protection Regulations

Governors **agreed** to defer this item to the summer term FGB meeting.

Agenda

GB/14/26

Review of all recent governor monitoring visit reports in line with the 2025 Ofsted inspection framework (safeguarding, SEND, PP and LAC plus link governors to school improvement priorities).

Governors noted the following governor monitoring visit reports:

- Pupil chaplaincy.
- Health and safety inspection.
- Site inspection with ARC regarding school repairs project, with focus on health and safety.
- Single Central Record (SCR) check and safeguarding procedures.
- Lunchtime behaviour.
- Meeting with pupil parliament clerks.
- Observation of children boarding buses to consider health and safety matters.

Mrs Roe gave a summary of her monitoring of the SCR and the safeguarding procedures.

Mr Baker gave a summary of the observation of children boarding buses health and safety monitoring which he carried out with Mr Allcock and Mr Dodds, noting the following:

- Observation was carried out in both the morning and the afternoon.
- Process was done very efficiently in an orderly and controlled way, with all safety aspects covered.
- Crossing patrol present both morning and afternoon.
- In the afternoons, the children have to go around the buses, but this was managed carefully for safety.
- High level of supervision.
- Children are familiar with routines and expectations and behave appropriately.
- Children are missing a significant amount of the school day and so the situation is not ideal.
- Recommendations include additional safety barriers and warning signs, hi-vis vests for staff and a second crossing patrol.

The headteacher stated that the local authority/VIA had visited the school and were to supply additional cones, barriers and signage.

Governors noted that there have been occasions when the buses have been up to an hour late and that there is no shelter for children if it rains. The headteacher stated that the contractors had provided a traffic marshal and that parents were respecting the parking restrictions.

Q: How are relationships with the school's neighbours?

A: No complaints from residents have been received and the community has been supportive.

GB/15/26 Evidence of governing body impact on school improvement and review of how the governing body has held the school's leaders to account

Governors noted the following:

- Questions and challenge in committees and FGB meetings.
- Approval of policies.
- Governor monitoring.
- Budget approvals.
- Governor support during Ofsted inspection and school closure.
- SCR check and Safeguarding procedures.

GB/16/26 Meeting dates for 2026

The governing body

noted the following FGB meeting date, at 6.30pm:

Summer 2026 – Wednesday 10 June 2026

GB/17/26 Determination of confidentiality of business

It was

resolved

that all papers and reports be made available as necessary.

The meeting closed at 7.35pm.

Signed (chair) Date

