



**All Saints Church of England Primary School**

**FGB Committee – Minutes**

**17<sup>th</sup> September 2025, 6.30pm**

Claudette Allerdyce (CA)	LA Governor	Present
Charlotte Bathgate (CB)	Foundation Governor	Present
Lola Balogun (LB)	Parent Governor	Absent
Chris Chikwendu (CC)	Foundation Governor	Present
Josephine Copeland (JC)	Head Teacher	Present
Oyin Dinka (OD)	Foundation Governor	Present
Chantal Doffoh (CD)	Staff Governor	Present
Benjamin Fadele (BF)	Foundation Governor	Absent
Fr Antonio Fuerte (AF)	Chair of Governors	Present
Diane George (DG)	Staff Governor	Present
Rosanna Wong (RW)	SDBE Foundation Governor	Absent
David Woolgar (DW)	Parent Governor	Present
Jonas Wontumi (JW)	Foundation Governor	Present
Tim Wright (TW)	Foundation Governor	Present

**In attendance:** Rochelle Thomas (RT) - CEP Governance Clerk

ITEM	MINUTES	Action
1	<p>Welcome and Apologies for absence</p> <ul style="list-style-type: none"><li>The meeting began at 18.43 with the opening prayer from AF. Roundtable introductions were done for OD &amp; RT.</li><li>Apologies were received prior to this meeting from BF, RW and LB - these were all accepted.</li><li>The meeting was quorate.</li></ul>	
2	<p>Declaration of Interests</p> <ul style="list-style-type: none"><li>There were no declarations of interest discussed at this meeting.</li><li>Pecuniary interest forms were completed in person in the meeting. AF will store the hard copies on site.</li></ul> <p><b>ACTION:</b> RT will send blank soft copies of the pecuniary interest forms for absent governors to complete.</p>	31
4	<p>Governing Board Business</p> <ul style="list-style-type: none"><li>Governors voted for AF to remain the Chair of the Governing body for another term. No other governors put themselves forward for the role.</li><li>BF advised AF he was content with being the Vice Chair for another term. No other governors put themselves forward for the role. Governors voted for BF to be the Vice Chair for another term.</li><li>Hard copies of the code of conduct were distributed in the meeting for governors to complete. Governors read, approved and signed the Code of Conduct. AF collated the hard copies, they will be kept on the premises.</li></ul>	

- Governors confirmed their contact details which AF collated. AF and RT will discuss how to upload this to Governorhub.
- Governors completed hard copies of the Southwark Diocesan Board of Education (SDBE) form. AF collated the forms.
- Members of each committee were discussed and confirmed.



These committee meetings are not statutory. The faith meeting is not clerked.

Link Governors are confirmed as:

Chair of Governors	Fr Antonio Garcia Fuerte
Vice-chair of Governors	Benjamin Fadele
Chair of Resources Comm	Co-Chairs Benjamin Fadele and Charlotte Bathgate
Chair of Curriculum & Welfare Comm	Tim Wright
Chair of Faith Comm	Fr Antonio Garcia Fuerte
Link Governor for Safeguarding	Fr Antonio Garcia Fuerte
Link Governor for Health & Safety	Lola Balogun
Link Governor for EDI (Equality, Diversity, and Inclusion)	Benjamin Fadele
Link Governor for SEND (Special Educational Needs and Disabilities)	Rosanna Wong
Link Governor for Sustainability	Charlotte Bathgate
Link Governor for Teaching & Learning	Claudette Allerdyce

**Q:** Is there a website link governor role?

**A:** This role used to exist however it is no longer required. There is software to ensure policies on our website is current and compliant.

- There are eleven virtual training sessions for the academic year that the SDBE offers. Governors were advised not to attend all eleven sessions however every session should have at least two governors. Governors were encouraged to complete training straightaway.
- There is one foundation governor vacancy. AF has contacted local Churches however this has proven unsuccessful. AF will try Governorhub to source potential candidates. Governors will inquire, where they can, to source potential governors.

**Q:** Can a governor come from the SDBE?

**A:** Yes, in some ways that is better. Anyone can be a governor however there is a condition that you have to respect and appreciate the Christian faith. The governor does not have to be of a CoE denomination, the school welcomes diversity.

- No terms of office due to expire this calendar year. JW term of office will expire next year which will be discussed closer to the time of expiry.
- The only change in Terms of Reference is Curriculum and Welfare committee.

**DECISION: To move the C&W committee meetings from three meetings a year to two meetings and one visit every calendar year.**

A meeting or visit should be held each term but the order of visit and meetings per year can vary. For this academic year the committee aim to have the visit in Spring Term. The change was agreed and approved by the governing body. A new clerk (RT) has joined the governing body.

- AF confirmed governors DBS checks are current.
- AF confirmed the website is up to date. OD's details have been included on the website.
- GIAS information is up to date, AF will circulate the email to the governors
- AF will include all members and the clerk to the governing body WhatsApp group.

**5** Minutes of the previous meeting of 14.07.25 (paper previously distributed)

- There were no questions or comments.
- **Decision - The governors confirmed and approved the minutes from the meeting of 14<sup>th</sup> July 2025. AF to sign off and hard copy to ZP to be held in the school.**

**6** Headteacher's Report

All staff have read KCSIE and received certificates for participating in the safeguarding training on INSET day. Governors were reminded to read part 2 of KCSIE; the main changes are on early years attendance and AI. There should be just as much emphasis on early years attendance as other year groups. Although pupils are not at statutory school age there is still a need for staff to be vigilant and aware of absenteeism for nursery and reception pupils. AI is increasingly more prevalent; KCSIE addresses areas pertaining to AI. AI should not be used to teach pupils and GDPR needs to be considered when staff use AI. KCSIE covers how AI can reduce staff workload and increase efficiency. AI will be discussed further in the next C&W committee. The policy will need to be read and approved by governors once drafted.

There has been an increase in pupils on the safeguarding register since the summer term. A number of pupils with safeguarding concerns have joined the school from out of borough and overseas. The safeguarding resource is limited as DG is class based until the October half term. Three pupils are working with Child Protection Services and between 5 – 10 pupils are working with Children in Need. Two children are 'Looked After' with interim court orders. Large amounts of paperwork, diligence and time is required to keep all safeguarding bases covered.

Pupils are settling in well however it takes a few more weeks for life in school to become embedded. 'Meet the teacher' meetings are taking place amongst teachers and parents of all classes. These meetings provide parents with high level information on what their children will be learning throughout the school year. Communication from teachers to parents is constant, ensuring parents are informed is key. Staff welfare is not at the normal level due to the reduced staffing model implemented in summer. Minimal staff is available for lunchtimes and

TA's are working across two year groups which is unprecedented for this school. Less support is available for staff and teachers are feeling the consequences of the lean staffing model. Volunteers and parents that are DBS checked have supported with reading, lunchtimes and trips. JC emailed the DfE regarding the new build; she is confident this will go ahead although the specification and feasibility is unknown. A meeting to discuss the plans will take place on 8<sup>th</sup> October, but JC believes the works may begin between April 2026 – 2027. The proposed new build will bring an increased level of excitement and enthusiasm for pupils to attend and enjoy school.

**Q:** Is the staffing model sustainable? How do you plan to keep tabs on that?

**A:** We are and will constantly continue to monitor outcomes and staff wellbeing as a result of the new staffing model. The key is to be creative with receiving and allocating funds. EHCPs help with income however they often do not cover the pupil's needs. The maximum band is £10.8k p.a. yet a pupil who qualifies for that amount often needs a full time TA whose salary is far greater than the funding. Schools are expected to pay the notional support of pupils which is £6k p.a. We are trying to make do with the provisions we have however it becomes more difficult every year. We often pay for therapists if a child requires it; this is a large cost to the school. After half term DC will have more time to focus on processing EHCP's which is likely to result in increased funds if approved. Another way to increase funds is to increase pupil numbers. Pupil numbers in reception is particularly low, a possibility could be to combine classes going forward.

**Q:** How can pupil numbers be increased? Are there any ways governors can assist with driving up pupil numbers?

**A:** Children are joining regularly and we are receiving inquiries into the school. The pupil spaces are likely to fill over the year based on prior years but it unlikely to be full by October half term.

**Q:** How is attendance?

**A:** Attendance is steady but we will have a better picture after half term. Dojo is a system used to check pupil attendance. If after three days a pupil has not attended school the EWO will visit the home to check in for welfare checks.

**Q:** Would the EWO still visit the home of a child who is sick?

**A:** Yes however exceptions will be made for pupils with known medical conditions.

**Q:** What are the class numbers?

**A:** No class is full however the older year groups have between 27 and 28 pupils. I estimate we need around 30 spaces full across the school to be at capacity. There are 15 pupils in reception and 13 in nursery. The government pays £3k per pupil to the school.

**Q:** How do the pupil spaces this year compare to last year?

**A:** The nursery had 8 pupils this time last year so there has been improvement. I cannot pinpoint why the reception cohort is low this year however we do have families in temporary accommodation locally. Once they receive permanent accommodation the families move on.

**Q:** How are the year 6 cohort doing?

**A:** They are doing well and are in the process of viewing high schools. The residential trip will take place in November; those attending are excited for the trip. Fourteen out of twenty-nine pupils will attend but the reasons for those not attending are yet to be confirmed. I will talk to the parents to get a better understanding as there may be concerns that we can alleviate or reassure will be a non-issue. Some parents have mentioned they cannot afford the trip however the price of the trip cannot be lowered further. The initial cost of the 3-day trip was £150 however we were able to reduce the cost to £100. It is extremely good value for money and the activities, quality of food and family feel provides an excellent and unforgettable experience for the pupils.

**Q:** How do pupil numbers for the residential trip this year compare to last year?

**A:** 75% of pupils attended the residential trip last year.

**Q:** What is the financial impact of the additional welfare checks required?

**A:** The EWO used to come in on particular days of the week however it is now based on the number of hours per week worked. This allows the EWO to better manage their workload and home visits after 3 days as well as the needs of the pupil and school. A letter will be sent to the family home if there is no response from the home visit.

**Q:** Are there any exclusions whereby a family will not receive a home visit if a pupil does not attend school for 3 days?



	<p><b>A:</b> Only for known medical conditions or hospital stays of which proof would be required. The purpose of the home visit is for welfare and safeguarding.</p> <p><b>Q:</b> When is the deadline for the residential trip?</p> <p><b>A:</b> Pupils should confirm by October half term. The trip is on the 5<sup>th</sup> November.</p> <p><b>Q:</b> Where do the pupils go for the residential trip?</p> <p><b>A:</b> To a Christian run activity camp in Tunbridge Wells – Carroty Woods. Pupils go by coach and the journey is 1.5 hours. Several CoE schools attend this camp; there are a wide range of activities and they provide wholesome, quality food.</p> <p><b>Q:</b> Do you have any details on what the new build will be?</p> <p><b>A:</b> I will have more details after the meeting scheduled next month. I believe the determining factor of the building size will be pupil numbers. It is unlikely the building will accommodate a two-form entry due to current pupil number however it would be good to futureproof the building if the local demographics change. The greenery belongs to the Local Authority, the school has no influence in how that can be used.</p> <p><b>Q:</b> Are there any updates on the Best Western Hotel?</p> <p><b>A:</b> We do not have any more details than what is available in the public domain. We met with the Local Authority (L.A.) however as a school we do not have much influence over the outcome on the use of the hotel. If any migrant children reside in the hotel they will need to attend school. As a school we need to prepare for that as it will come with challenges.</p> <p>There is a meeting on the 22<sup>nd</sup> October with the L.A. Charlotte and Sara to discuss the agenda prior to this meeting. This meeting was virtual and members of the governing body were offered to attend. JC is unable to attend this meeting; the meeting will proceed in her absence.</p>	
7	<p><b>Committees</b></p> <p>The Terms of Reference was updated for the C&amp;W committee. This will be discussed further in the next meeting on the 15th December.</p> <p>TW attended a maths visit since the last full governing body meeting.</p>	
8	<p><b>Policies</b></p> <p>The Admissions policy was approved in January. No further action required in this meeting.</p>	
9	<p><b>Chair action and related governor business/updates</b></p> <p>No update on Chair actions and related governor business.</p>	
10	<p><b>Any Other Business</b></p> <p>There is a need to understand the new Ofsted framework. The next Ofsted visit is likely to be within one or two years however it is better to be familiar and prepared with what is required. JC will meet with Rachel and plans to discuss a tailor-made session with staff on Ofsted. The SDBE offers free Ofsted sessions however the session would be generalised. Another potential training session can be offered by the LA; JC will contact either Joyce or Lydford for further information.</p>	
11	<p><b>Confidential Items</b></p> <p>N/A</p>	
12	<p><b>Closure of Meeting</b></p> <p><b>FGB</b> (all at 6.30pm, in the school)</p> <p>1 – Wednesday 17th September 25</p> <p>2 – Thursday 22<sup>nd</sup> January 26</p> <p>3 – Thursday 30<sup>th</sup> April 26</p> <p>4 – Thursday 16<sup>th</sup> July 26</p>	



**Curriculum & Welfare** (Teams)

- 1 – Monday 15<sup>th</sup> December 25 @ 6.30pm
- 2 – Monday 13<sup>th</sup> July 26 @ 6.30pm

*The Spring term meeting will take the form of a visit to the school, so no clerking.*

**Resources** (Teams, \*following the C&W meeting)

- 1 – Monday 20<sup>th</sup> October 25 @ 6.30pm
- 2 – Monday 15<sup>th</sup> December 25 @ 7.30pm\*
- 3 – Monday 12<sup>th</sup> January 26 @ 6.30pm
- 4 – Tuesday 3<sup>rd</sup> March 26 @ 6.30pm
- 5 – Monday 27<sup>th</sup> April 26 @ 6.30pm
- 6 – Monday 13<sup>th</sup> July 26 @ 7.30pm\*

**13**

Closing Prayer

AF thanked governors and closed meeting with a prayer.

The meeting ended at 20:30

  
22<sup>nd</sup> Jan 26  
ANTONIO GARCIA FUERTE  
Chair of Gars.