

RAVENSWOOD SCHOOL



MINUTES OF THE FULL GOVERNORS MEETING 4.45pm – Wednesday 16th July 2025

Ref	Agenda Item	Action by
1	<p>ATTENDANCE</p> <p>Toby Willis (TW) (Chair) Mark Senior (MS) (Headteacher) Mike Evans (ME) Beverley Campbell (BC) Julie Davis (JD) Stuart Iles (SI) Charlotte Rosevear (CR) Jeanne Wood (JW)</p> <p>School Officers</p> <p>Becky Mitchell (BM) (Assistant Headteacher) Cheri Frost (CF) (Assistant Headteacher) Polli Bravery (PB) (Assistant Headteacher)</p> <p>Dawn Perrett (Clerk to the Governors) (DP)</p>	
2	<p>APOLOGIES FOR ABSENCE</p> <p>Katie Barnes (KB) (Deputy Headteacher) Isobel Osborne (IO)</p>	
3	<p>DECLARATION OF PERSONAL INTERESTS IN ANY AGENDA ITEM</p> <p>None</p>	
4	<p>MINUTES OF MEETING – 21.05.2025</p> <p>There were no amendments to the Minutes and TW electronically signed the minutes with thanks to ME.</p>	
5	<p>MATTERS ARISING FROM MEETING – 21.05.2025</p> <p>Approval of Budget – TW to email Governor thanks to PR – achieved.</p>	
6	<p>REPORT FROM BUSINESS COMMITTEE – 25.06.2025</p> <p>SI reported that he had been appointed Chair as SJ has stepped down as Governor. The main point from the meeting was that NS have found £600K in the school's budget, which we did not have before. This was due to the school and NS running two different reports. MS has allocated this money on a new playground, upgrade to 7 toilet areas and upgrade of outside building and appointed four new staff. PR will also take over the role which the travelling bursar used to do, has already received training and will start this in September.</p>	
7	<p>REPORT FROM PUPIL COMMITTEE – 02.07.2025</p> <p>ME mentioned that MLs had attended the meeting and given reports which were very positive. Primary has a new class in September, with RR preparing for this. KS3 & KS4 are being prepped for independent living</p>	

	<p>and enjoyed offsite trips and MSH also met with SB to discuss curriculum. P16 have been given their own devices to help with their communication, had a very successful work experience and worked on Enterprise projects.</p> <p>Subject Leaders are in a very good place, staff confidence is growing and RPI is very low and being maintained at that level.</p>	
8	<p>MONITORING OF SAFEGUARDING BY A GOVERNOR - FOR DISCUSSION</p> <p>JD reported that she had met with KB to discuss the issue with DBS findings. It had come to light that school DBS's issued before 2015 which were generated by NS do not include Vulnerable Adults Barred List. From September 2016 the school took responsibility and those seen so far have the 'Vulnerable Adults Barred List' requested. KB has looked into this, and 31 staff members are affected and will be rectified with a cost of approximately £2000 to the school.</p> <p>JD had no other concerns.</p>	
9	<p>SAFEGUARDING - ALLEGATIONS – VERBAL</p> <p>There were no allegations to report.</p>	
10	<p>WELLBEING - VERBAL</p> <p>MS reported that we were all aware that the committee hadn't really functioned as affectively this year, perhaps as there hadn't been a real focus. There had been, however, some positive successes, such as the noticeboard in the staff room.</p> <p>We thought that it would be good to explain to staff what the Wellbeing Committee did during one of the INSET days, subject to MS approval. We also discussed the possibility of a wellbeing event – school staff would discuss with MS as INSET days may already be mapped out in full. We did decide that we should plan dates for our meetings either every term or every other term and once they had been agreed, publicise them to encourage new members to the committee.</p> <p>We discussed the Fayre and staff involvement. It was noted that we ran the school Fayre very much on skeleton staffing this year and tried to work out why there was limited support from school staff. We discussed the fact that the PFA may be an unfamiliar concept to members of staff. Subject to MS approval, CD and TL (with maybe an input from JD and ME) would present to staff what the PFA was and how the money raised was used. Staff may not realise, for example, that the PFA subsidised the after-school clubs, meaning that it could be a paid activity for staff.</p> <p>TL and CD mentioned that they would like to keep a stock of Prom Dresses and suits (or even shirts and formal trousers) to enable pupils who hadn't the means to borrow them for the Prom. ME has managed to get some from the charity shops.</p> <p>Question: Are there any tangible outcomes from the meetings?</p> <p>Answer: Yes, trips have been arranged, Wellbeing meets for community,</p>	

	for a place to be heard and is run during directed time. It was suggested to have representatives from each department attend the meetings.	
11	<p>HEADTEACHER'S REPORT</p> <p>MS highlighted the updated parts of the report. At the moment there are 136 pupils in school, 1 left as the school was unable to meet their needs. One Year 12 will be leaving in July, and 9 Year 13s, 3 pupils wish to stay in Year 14.</p> <p>RR has completed her NPQ course.</p> <p>EYs Lead has delivered training to all teachers about her subject to support their understanding and development.</p> <p>Network groups has continued to expand.</p> <p>Further support around AAC with training sessions in 'Grid' have been delivered, this has aided both staff development whilst enhancing children's communication.</p> <p>OED curriculum continued to be delivered in the absence of the teacher who was unwell. The school upskilled an LSA who ensured that pupils could continue to access these important development lessons, including cycling.</p> <p>P16 have run some mini enterprise projects during terms 5 & 6 which has developed their understanding of running a business while cementing their understanding of employment skills.</p> <p>They have also developed their skills in the wider community by choosing and arranging whole department trips.</p> <p>Interventions this year have included Music Therapy (external), Drawing and Talking, Play and Lego therapy. This will be extended further in 25-26 to include clay therapy, and this has had a positive impact.</p> <p>Activities Week has been a tremendous success and included this year a Charities Day. An incredible learning experience for our pupils that raised over £1000 for Springboard Charity. (this was the idea of one pupil who asked if they could raise money for poor children). There will be a press release going out soon, also a thank you letter to this pupil from a local celebrity.</p> <p>P16 RE Days have been held and the school's first Eco Focus Dab Day. Whole school staff training on equality and diversity alongside incels have been delivered.</p> <p>The school has gained the status of being a Positive Education School. The school has continued to support the development of it's staff by providing promotion opportunities alongside encouraging academic development, all with the intention of continuing to provide outstanding education for our pupils.</p> <p>Question: What is a Positive Education School?</p> <p>Answer: The school have received a three-day training, course, which teaches how to create a positive environment within the school. Learn about gratitude, developing resilience, giving a positive boost for the class, which helps with to regulate behaviour. We are one of the first schools within the area.</p>	

	<p>Question: Have we had that many Year 14's before?</p> <p>Answer: Not normally, we have two pupils from Bristol where no suitable place could be found, one who is awaiting a tribunal and one who didn't feel ready to move on.</p> <p>Question: so, can pupils stay as long as they need?</p> <p>Answer: Yes, until they feel ready to move on.</p>	
12	<p>GOVERNOR SKILLS AUDIT</p> <p>ME mentioned that the skills audit is completed every year and asked for governors to complete with in the next 7 days. He will then collate and discuss with TW. This will help to give them an idea of where the gaps are when recruiting new governors.</p>	
13	<p>IMPACT OF SPORTS PREMIUM FUNDING</p> <p>This report is completed for the website and the government website. It shows how the money is spent to help get the right outcomes for the pupils. The school receives £16,340 and they spent £21,495, as staff feel this an important part of pupil's education. Next year plan is to take Y10s and Y11s swimming if an available swimming pool can be found. Also continue using pupil voice to further extend our after-school offer with a wider variety of inclusive sport.</p> <p>Question: Do all schools receive funding?</p> <p>Answer: Yes.</p> <p>BC mentioned that School Council have asked if the lunchtime sports could be reinstated. It was reported that this is beginning to happen again.</p>	
14	FGB FOCUS – Not sure what this was so removed from Agenda.	
15	<p>POLICIES FOR APPROVAL BY FGB</p> <p>SEN INFORMATION REPORT Governors unanimously accepted and adopted this policy.</p> <p>SOCIAL MEDIA AND NETWORKING POLICY (SSE policy) On page 7, the link to swgfl.org.uk – was not working. ME to send CF some different links. Subject to this amendment the Governors unanimously accepted and adopted this policy.</p>	
16	<p>CONFIDENTIAL ITEMS</p> <p>See separate minutes.</p>	
17	<p>MEETING OUR EQUALITY DUTIES</p> <p>1. ELIMINATE DISCRIMINATION & HARASSMENT – Wellbeing, Safeguarding, Sports Premium Funding Report.</p> <p>2. ADVANCE EQUALITY OF OPPORTUNITY – Sports Premium Funding Report, Headteachers Report.</p> <p>3. FOSTER GOOD RELATIONS BETWEEN DIFFERENT GROUPS – Springboard Donation, Headteachers Report, Wellbeing.</p>	
20	CORRESPONDENCE	

	None.	
21	<p>AOB</p> <p>Therapeutic Intervention Report – This has not been received by governors, but MS reported that the report is really positive. Play Therapy and Drama had shown great improvement with positive interventions; things are going in the right direction. A good investment, offered to LAC, which will be developed further.</p> <p>Sam Barham Visit – MS reported that the visit had been challenging, SB had worked with school leaders and her report was very positive. SB likes working with the school and thinks we are doing a good job, but also brings challenges to the school, giving a different perspective on things. Also did an off-site visit with BM and was very hands on. SB will be working with the school again next year.</p> <p>SEND 19-25 Provision – MS mentioned that from September 2025, a pilot SEND focussed 19-25 provision will be provided at Baytree. Four pupils from Baytree and one from Ravenswood will be the first to use this provision.</p> <p>New Primary Class – MS mentioned the new Primary Class which will be starting in September. The Children's Centre was planned to be used but due to some complications a new temporary structure will be put in where the gazebo is at the moment. The new class will be Puffin class, with the work hopefully being completed during the holidays.</p> <p>TW thanks PB for her work during the year and all that she had contributed to the school and wished her good luck in her new adventure.</p>	MS to send Report to Governors.
	<p>DATE OF THE NEXT MEETING</p> <p>4.45 pm Wednesday 3rd September 2025</p>	
	MEETING CLOSED AT 6.20pm.	

SIGNED..... DATED