

RAVENSWOOD SCHOOL



MINUTES OF THE FULL GOVERNORS MEETING 4.45pm – Wednesday 1st April 2026

Ref	Agenda Item	Action by
1	<p>ATTENDANCE</p> <p>Mark Senior (MS) (Headteacher) Toby Willis (TW) (Chair) Mike Evans (ME) Beverley Campbell (BC) Julie Davis (JD) Stuart Iles (SI) Victoria Clark (VC) Beverley Kelly (BK)</p> <p>Katie Barnes (KB) (Deputy Headteacher) Cheri Frost (CF) (Assistant Headteacher) Becky Mitchell (BM) (Assistant Headteacher)</p> <p>Dawn Perrett (Clerk to the Governors) (DP)</p>	
2	<p>APOLOGIES FOR ABSENCE</p> <p>Charlotte Rosevear (CR)</p>	
3	<p>DECLARATION OF PERSONAL INTERESTS IN ANY AGENDA ITEM</p> <p>None</p>	
4	<p>MINUTES OF MEETING – 11.02.2026</p> <p>The minutes of the meeting were agreed and accepted by the Governors. ME signed off on behalf of TW.</p>	
5	<p>MATTERS ARISING FROM MEETING –11.02.2026</p> <p>Journals and Virements – MS to check journal with PR – MS met with PR – achieved.</p> <p>Copy of Safeguarding Audit to be available at next meeting MS – Achieved. MS will bring to Governors at next meeting.</p> <p>Unofficial School Fund MS to discuss with PR and bring to next meeting – achieved, reviewed at BC.</p> <p>Governor Induction Pack – BC to email ME re amendments to pack. BK has some updates was discussed under AOB.</p> <p>Ravenswood School Equality Objectives 26-29, HW to add to workplan – achieved.</p>	<p>MS to bring to next meeting.</p>
6	<p>REPORT FROM BUSINESS COMMITTEE 11.03. 2026</p> <p>SI highlighted that NS had now signed off the previous budget. The C/F varies at different times of the year sometimes underspent and other overspend. There is a large C/F which MS has allocated to some projects, which were agreed at BC. There was a grant from the Government for Teachers NI and Pay, which was larger than expecting but this can be carried forward to the next year. MS has written to Emma Whitehead explaining this.</p>	

	There was not much more to report and TW thanked SI.	
7	GENERAL LEDGER Journals and Virements – None.	
8	REPORT FROM PUPIL COMMITTEE 18.03.2026 ME reported that the MLs had shared at the meeting and this is a valuable asset to the meeting. Primary – RR reported that things were really positive. Staff in Puffin Class had stepped up when needed. RR is already working on things for September. Secondary – Offsite visits were going really well, with classes having gone on at least three trips this term. Staff are growing in confidence and are supported by BM. P16 – Offsite visits have been much more consistent and things are really positive. Work Experience was a stunning success.	
9	MONITORING OF SAFEGUARDING BY A GOVERNOR JD Reported that when she comes to school she meets with MS and staff and everyone is so helpful and always willing to answer questions and passionate about what they do. Usually, the conversations are led by something JD has seen on the news, i.e. medication issue last time. It was agreed that JD will visit the school at some point unannounced and maybe even attend a safeguarding meeting.	
10	SAFEGUARDING ALLEGATIONS MS reported that there was one allegation which had been dealt with and reported to LADO, who was happy with how this was dealt with.	
11	WELLBEING VERBAL The committee at present is on hold, no active events or committee at present. BM will send out survey in September to assess whether there is a need for this.	
12	SCHOOL IMPROVEMENT PLAN – PROGRESS MS explained the school had 140 pupils at present and he highlighted what had been achieved in term 4. EY Lead has now attended MASEY (Multi Agency Service for Early Years) which support colleagues and families across NS and is a great way of getting to know perspective families early and start to build up relationships. EY Lead continues to support the team in the absence of a class teacher. January Inset had focussed on developing communication to ensure staff are confident to communicate with pupils using their preferred method. New Playground communication boards have been put into place to support development at play times and staff have had a refresher of Makaton skills. An offsite visit focus has enabled pupils to continue to explore a variety of health hobbies and interests for the future. In secondary, classes have been focussing on AQA units, Maths Challenges and ensuring attainment for Maths and English across KS4 and KS5. Staff have been working toward more offsite visits for pupils and working towards the Gatsby Benchmarks.	

	<p>We have had a very successful two weeks WEX, where pupils had the opportunity to gain valuable experiences that support their skills development for employability.</p> <p>Lesson Observations and Learning Walks have taken place, which are supportive for staff alongside ensuring the pupils are receiving the high-quality education they deserve.</p> <p>Moderation sessions have taken place for subject and specific teaching strategies (fine motor skills) to ensure that teachers and support staff have all the skills available to be able to deliver the school curriculum.</p> <p>Subject leadership focus has been ICT, and it planned to deliver further training to staff on integrating smart technology within the classroom.</p> <p>Careers training for all staff has been completed which enables them to have a great understanding of the new Gatsby Benchmarks.</p> <p>Strong therapeutic intervention continues to support our most vulnerable pupils. Pupils have access to Play, Drawing and Talking, Lego, Clay and Music Therapy which help target understanding emotions and early life trauma. MS is hoping to develop this further if finance allows.</p> <p>All PBSP have been reviewed, outreach has also been delivered to a number of schools, we are growing our team of trainers internally and they have reported successful visits.</p> <p>We have also hosted a visit from four staff from Redwood School, Devon. They spent the day with us learning about curriculum, attainment, and behaviour.</p> <p>Attendance remains good as reported to Pupil Committee; we have had a successful supporting visit from the LA who were pleased with our systems and interventions. We may need to look at figures for pupils with Social Worker.</p> <p>We do have one LAC child who is refusing school at the moment; however, we are working closely with a multi-agency team to help and support this young person to return to school.</p> <p>The school has run a recycling party, hosted by Pine Class. Classes have been encouraged to donate spare clothing, which was weighed in and the monies raised were used to purchase new recycling bins for the classroom (as well as help from the school) and host a lunch party.</p> <p>Support for new Governors has been offered, and ongoing support is received by the HT, from the Governing Chair and members.</p> <p>All staff have completed their safeguarding training, and any new staff have been inducted. A safeguarding policy has been completed and returned to the LA within the time scales.</p> <p>MS shared some Parent views on the report but will share with Governors at next meeting.</p>	
13	<p>SFVS FOR NOTING</p> <p>MS reported there were no real changes to this, and TW had signed it off at Business Committee.</p>	
14	<p>PARENT QUESTIONNAIRE – MOVED TO NEXT FGB</p>	
15	<p>AH FOCUS - BM</p> <p>BM shared her report which was a snapshot of what she does, her</p>	

	<p>responsibilities and support and covering where needed.</p> <p>Challenge Question: How is EFL going?</p> <p>Answer: the curriculum monitoring is going really well, with hopefully some data available for Christmas to Easter soon.</p> <p>The school is piloting with parents in six classes, there are a few issues but mainly due to communication. Seesaw was a communication tool and EFL is an assessment tool, so just trying to adapt to make this work. Setting up a class email seems to be improving this.</p> <p>Question: Are you happy managing your workload?</p> <p>Answer: Yes.</p>	
16	<p>POLICIES FOR APPROVAL BY FGB</p> <p>ALLEGATIONS OF ABUSE POLICY (SSE no updates since last reviewed).</p> <p>The Governors unanimously accepted and adopted this policy.</p> <p>INTERNAL MODERATION POLICY (Minor changes)</p> <p>The Governors unanimously accepted and adopted this policy.</p> <p>ACCESS TO FAIR ASSESSMENT POLICY (Minor change, review date updated)</p> <p>The Governors unanimously accepted and adopted this policy.</p> <p>CEASING DELIVERY OF A QUALIFICATION POLICY (No changes).</p> <p>The Governors unanimously accepted and adopted this policy.</p>	
17	<p>MEETING OUR EQUALITY DUTIES</p> <p>1. ELIMINATE DISCRIMINATION & HARASSMENT – Headteachers Report, Allegations of Abuse Policy, Safeguarding Report.</p> <p>2. ADVANCE EQUALITY OF OPPORTUNITY – AH Focus, Access to Fair Assessment Policy, Headteachers Report.</p> <p>3. FOSTER GOOD RELATIONS BETWEEN DIFFERENT GROUPS – AH Report, Parent Questionnaire.</p>	
198	<p>CORRESPONDENCE</p> <p>None.</p>	
19	<p>AOB</p> <p>INDUCTION PACK FOR GOVERNORS</p> <p>BK reported that she found this hard but had been supported by ME, which had helped a lot. She also visited the school during open evening, which she found really helpful. She found it hard that so many want to come to the school but only a few spaces available.</p> <p>MS is planning to hold two open evenings during the year, with one possibly in November.</p>	

	<p>REMOVAL OF SCALE POINT 2 MS reported that he had received an email from NS stating that JG1 and JG2 pay scale was being removed and changed to point 3 and point 4. This only affects cleaning staff at the present time, who will receive slightly more money.</p> <p>SPT HUB MS shared an update from the meeting held at Baytree a few weeks ago, on the discussion on joining the SPT Hub. After a long discussion it was unanimously agreed that the school would not be pursuing this any further.</p>	
	<p>DATE OF THE NEXT MEETING 4.45 pm Wednesday 20th May 2026</p>	
	<p>MEETING CLOSED AT 6.15pm.</p>	

SIGNED..... DATED