



**Full Cast Board Meeting – Wednesday 12th November 2025
in OLSP Staffroom @ 18:00**

Attendance:

Mrs C Blatchford	Headteacher	CB
Mrs L Coulter	Chair of Governors	LC
Father A Lawes	Foundation Governor	AL
Mrs J Gillespie	Foundation Governor	JG
Mrs M Nock	Staff Governor	MN
Sarah Jackson	Clerk to Governors	SJ

No.	Description	Decisions/Actions
1.	<p>Welcome and Opening Prayer: Meeting opens at 18.05 with a welcome from LC. AL leads the prayer</p> <p>Apologies and Confirmation of Quorum: Apologies from GD and DS, no contact from CC. MN joining via Google link. Quorum confirmed</p>	Quorum confirmed.
3.	<p>Governance Procedures:</p> <ul style="list-style-type: none">• Declarations of Interest - none• Approve Minutes from last meeting 24th September 2025• Summary of Outstanding Actions - none• Chair's Business - none• Clerk's Update - none	Minutes signed and on Hub
4.	<p>School Leadership: LC notes that the school improvement plan has been received, but the lead governor is not here to ask questions. JG mentions that a lot of questions were raised last time - is there anything new on this one? LC says that she has asked a couple of questions on RE. CB replies that there have been some challenges this term with staff absence and having to move staff around. The Year 4 / 5 temporary teacher has had no training on RE, so CB will teach to the Year 6s, then show her but it will mean that she is a week behind. The Year 4 / 5 teacher is due to return on 24th Nov, but it will mean that she will have to spend some time figuring out how far the class has got. Year 3 teaching has slipped and the teacher has been given a couple of weeks to bring it back up. LC asks about Early Years and how they are doing? CB replies that the class has inconsistencies as SB has gone into Year 4 / 5 to support them so they have a consistent teacher rather than various supply teachers. This means that there is a supply teacher in reception for 2 days a week and LM is holding up the teaching. The Trust has cancelled some Early</p>	Report on Hub

Year training, but CB has signed up to some Cornerstone training. 6 out of the 20 children are on the SEN register, which is unusual and challenging. JG asks if some of those pupils were in the nursery last year? CB replies that yes they were - 2 in particular have higher needs and they have been highlighted and school is working with the local authority who have agreed to transition funding (£4500)- this is for children going from nursery to reception.

LC asks if all HR policies are in place? CB replies they are.

LC checks that there are no ECTS. CB confirms that there are none. LC asks about the School SISRA data report. CB replies that the data goes in at the end of term ready for the next meeting. CB also mentions that there is a new system called Quest that has come from the Trust and it is accessed online for reading, maths, punctuation and spelling.

RE and Catholic Life:

5. LC tells AL that she has heard he will be in school on the February Inset Day which is brilliant. CB replies that they will be looking at the mission of the school. AL proceeds to give a verbal note to visit - he went to the All Saints Liturgy which was led by the school chaplains and he was very impressed. He noted that the chaplains are very committed. He mentions that he is not really sure about a learning walk, but he came in to teach about faith and everyone responded well. CB says that it was very good and one year 6 sat and wrote a lot of notes. JG also responds that the beginning of year mass was lovely. AL mentions that it is the Year 4 / 5 mass tomorrow and the weather forecast isn't great - what happens in the case of bad weather? CB replies that we haven't cancelled a mass yet, but we will always take the weather into consideration.

AL speaks about Catholic Life and Governance Improvement - he wants to try to develop the parish connection. There is now a dedicated board for the school in church and there is also room on the St Agatha's board too

Curriculum and Standards:

6. LC asks CB if she has heard anything on this from CC, CB replies that she hasn't

Inclusion:

7. LC asks JG if she has anything to report? JG asks if there is a SEND report. LC replies that there is always one on the website.

JG says that she was going to do a verbal summary of her notes to visit from today, but due to bad traffic she wasn't able to make it into school, but she doesn't think there has been any real changes except for the additional funding for early years support. CB mentions that there was one child that left at the beginning of the year who had significant funding so that has been lost now, but there is one child in Year 2 that is going through the process now and should hopefully get the funding soon.

JG will rearrange another visit for next term as ROS is very busy with supporting another CAST school

JG asks about the PP strategy statement? CB confirms that it is on the website and was shared at the last meeting.

JG asks CB if she has any comments on the FSM pupils? CB replies that there is a new system so different now and currently we have no pupils on FSM in reception which is very unusual. JG asks if we should double check on that?

JG concludes with confirming that there were no exclusions

Safeguarding and Child Protection:

8. LC confirms that the SG2 and 3 have been submitted and all refresher training has been done.

Notes to Visit on Hub

The Notes to Visit are on the Hub, there was a gap in training but now sorted. The exit doors from the library were mentioned and the fact that they cannot lock as they are a fire door, but a child had escaped from them- is anything happening on this? *CB replies that it has been reported to TDA but we have to wait for them to come back with a solution and price*

Health & Safety -

9. LC asks MN if there was anything glaring on her Notes to Visit?

Notes to Visit on the Hub

MN replies that she has received assurance that OSHENS is being used to record accidents and incidents in line with Trust policy and that the school lettings are also in line with the Trust policy

The old shed from the forest school area has now been removed
GDPR refresher is due next month. *CB mentions that this only due from the Governors as staff did this in September*

Whole LCB Responsibility:

10. LC mentions that as discussed earlier we now have a dedicated board at the church to advertise the school. *CB says that we are taking part in the Lantern Parade in Teignmouth and that is the 22nd November.* LC

asks if there were many signed up? *CB says that every child will make their own lantern in school, so hopefully that will encourage a really good uptake.*

JG asks if there are any other movements in nursery 2 year olds? *CB replies that we have 2 at the moment and she is liaising with the Trust regarding a grant and offering more places to children. The grant will mean that we could potentially extend the nursery as it was up to 150K.* JG asks about the possibility of taking babies? *CB replies that school is not ready for that! We are up to 12 in the nursery at the moment.* JG asks if this is the year of the birth rate dip? *CB says that she has emailed the local authority to try to find out the birth rates, but has not had an answer yet. CB also mentions that there are new houses being built and planning for more, but no idea how many children that could bring in?*

LC says that she is sure that GD volunteered to meet with the pupils for the pupil voice.

DSEF - AL is hoping for the attainment to be higher in RE and he will be coming in January to see the staff.

11. **Cast Policies (for information):**

None

School Level Policies:

12. None

AOB: CB would just like to make everyone aware that there have been 4 children leave since the beginning of term to go to Home Schooling - there were 4 very different reasons, but this would be something that Ofsted would follow up on if they came in.

Meeting ends at 18.45 with thanks from LC

Date of next LGB: Wednesday 14th January 2026
(apologies from JG in advance)

Signed by Chair.....

A handwritten signature in blue ink, appearing to be "S. Carter", written over a dotted line.

Dated

14 / 1 / 2026