



Ormesby Village Schools Federation (the School)

Ormesby Village Junior School
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Ormesby Village Infant School
Spruce Avenue
Ormesby St. Margaret
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Headteacher: Mr Bradley Young

Full Governing Body Meeting

Thursday 9th October 2025 at 4.00pm

Name	Initials	Role	Present / Apologies / Absent
Lizzi Angel	LAn	Staff Gov	Present from 4.23pm
Jane Bennett	JB	Parent Gov	Present
Sarah Burbage	SB	Co-opted Gov	Apologies
Jessica Cleevely	JC	Vice Chair, Parent Gov	Present
Lauren Gardiner	LG	Chair, Co-opted Gov	Present
Annette McMylor	AM	Co-opted Gov	Present
Anthony O'Connor	AOC	Co-opted Gov	Present
Jessica Rollingson	JR	Co-opted gov	Present
Bradley Young	BY	Head Teacher	Present

Rebecca Blakeway-Long	RBL	Clerk	Present
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Any wording in [] has been added for clarity and the order of some of the discussions may have been amended for fluency of the Minutes

		Action	By whom
1. Opening formalities	1.1 Apologies and attendance The Chair welcomed everyone to the meeting and thanked Governors for volunteering. As above. 1.2 Acceptance of apologies Accepted. 1.3 Pecuniary Interests relating to an Agenda item. None 1.4 Welcome JR The Chair welcomed JR to the FGB. JR introduced herself.		
2. Governor membership	2.1 Appoint a Chair <u>Governors agreed</u> to appoint LG as Chair. 2.2 Appoint a Vice Chair <u>Governors agreed</u> to appoint JC as Vice Chair. 2.3 1 x LA Governor and 1 x Co-opted Governor vacancy <u>Governors agreed</u> to appoint LG as LA Governor and JR as Co-opted Governor. 2.4 HTPM Committee Not discussed.		

	2.5 Review roles and appoint Governors Attendance – AOC H&S - JC Safeguarding and online safety – LG SEND – JB		
3. Annual formalities	3.1 Review Instrument of Government (IoG) <u>Governors agreed</u> to retain the current IoG 3.2 Review and agree Code of Conduct (CoC) <u>Governors agreed</u> to the CoC 3.3 Update declarations of interest and confirmations Governors were asked to update their confirmations on Gov Hub with immediate effect. 3.4 Read Keeping Children Safe in Education (KCSIE) Governors were asked to read KCSIE 3.5 Complete safeguarding training 4.23pm – LAn joined the meeting Governors were asked to complete safeguarding training before the next FGB meeting. 3.6 Complete skill's audit – if required Governors were asked to complete the Gov Hub effectiveness tab.	AP1. Update Gov Hub declarations before the Nov FGB AP2. Complete the Gov Hub effectiveness tab	All All
4. Minutes of meeting	4.1 Refer to Action Point List		

dated 10.7.25	<u>22.5.25</u> AP1 – c/f <u>10.7.25</u> AP1 - completed AP2 - completed 4.2 Agree the Minutes of 10.7.25 Governors agreed the Minutes. 4.3 Chair to sign the Minutes The Chair will sign a hard copy of the Confidential Minutes and will sign the open Minutes on Gov Hub.	AP3. Sign a hard copy of the Confidential Minutes and sign the open Minutes on Gov Hub	LG
5. Chair's Report	Proformas have been uploaded to Gov Hub in respect of monitoring roles. The LA has emailed to say that they will attend the next FGB for a quality assurance visit.		
6. HT's Report	The HT uploaded a written report to Governor Hub, which Governors read in advance of the meeting. Questions were submitted to the HT in advance of the meeting. Governor Challenge - in what ways does the Federation facilitate the development of leadership skills among its teaching staff and to what extent do those in leadership roles fulfil their responsibilities effectively and demonstrate appropriate ownership of their duties? Are you happy that they do enough to support you? HT response – training qualifications are available to the team if they would like to take up the opportunity. All Staff have accessed training and Teachers have completed or commenced NPQ qualifications. LAn has also attended a coaching course. Although all Staff are expected to have a CPD plan, they are not all interested in becoming a leader. Staff are held accountable for their delegated roles and responsibilities and support is offered within the team. Governor Challenge – the HT report references focussed learning walks. How are the foci identified and how does the Federation judge the overall quality of teaching?		

HT response – a combination of sources is used to identify the foci. We will use past experience, learning walks, pupil voice, the School Improvement and Development Plan (SIDP) and areas of concern. All learning walks feed into the communications with the team and the SIDP. I have already carried out lesson observations and I am pleased with what I have seen.

Governor Challenge - does the Federation have immediate plans to look more closely at the effectiveness of teaching related to special educational needs (SEND), especially due to the change in support/staffing at both the Infant's and Junior's?

HT response - I have spoken to some of the children, particularly those with SEND and / or pupil premium, asking them about their engagement with and enjoyment of learning. This has been positive and I feel that the quality of teaching is effective. We have recruited at the Infant's for a child with SEND and the support of SEND will form the focus of a learning walk. The SENDCos will look at whether the staffing levels are effective. The Staff that we do have are working well with the children and positive relationships are being built, but we do experience difficulties with staffing levels and recruitment. INDES applications have been submitted and the costed provision maps have almost been finalised. Broader Horizons is planning to have a joint SEND Inset day in January 2026, external support for Zones of Regulation has been sought, Keith Bates Consultancy has been contacted in respect of Steps training and Lucy Kent from The Parkside School might be able to help with behaviour. The offer that the Federation provides is very strong, but this is being undermined by the behaviour of a couple of characters, so any additional support that we can access would be good.

Governor Challenge – in terms of the things that you have picked out, is anything a whole School objective that could form training for the whole team?

HT response – there are areas for development, as there are a few pockets of apathy in more than one year group. Work is also required around higher expectations and transitions. If anything did occur which was a concern about an individual, then this would become a performance management issue.

Governor Challenge – did the writing scrutiny have a focus?

HT response – we have 10 questions. We looked at the target from the previous review and then we looked to see whether there has been progress, implementing a new target.

Governor Challenge – did Emma Adcock (EA) from VNET complete a learning walk with you today? If so, how did it go?

HT response – yes, she did. EA suggested some minor tweaks and I have already fed this back to Staff. An example is that we need to train the children better, so that when visitors come into

	School, they can articulate well and demonstrate good learning behaviours. For example, the children need to know that they must take ownership of their learning. We are continuing to build on the areas highlighted by the Ofsted inspection. <u>Enhanced Curriculum</u> A group of children attended the School Song Competition, where they did fantastically well, coming 13th out of over 300 schools, including high schools.		
7. Finance and themed audits	7.1 Review BCR Governors agreed to close the School Fund Accounts, transfer the monies to the budget and ring-fence the funds. 7.2 Pupil and sport's premium Not discussed. 7.3 Benchmarking Not discussed. 7.4 Themed audits – if any None 7.5 RAG report – if any The RAG report was uploaded to Gov Hub in advance of the meeting. 7.6 Cyber security Not discussed. 7.7 Any other matter Governors discussed the replacement of the Infant's automatic gates with manual gates. The cost to the Federation will be £2.5k. Governor Challenge – will this replacement cause any accessibility issues?	AP4. Sign the activities accounts and the RAG report	LG

	HT response – a grandmother with a blue badge is allowed to drive in, but she is mobile and will be able to open the gates manually. The gates frequently fail and we do not have the funds to keep the automatic gates operational. An OSHENS report has been sent to RIDDOR. The HT uploaded amended 2026/27 term dates to Gov Hub in advance of the meeting. <u>Governors agreed</u> to the amended term dates.		
8. Sustainability leadership	There have been no meetings so far in this academic year, but progress is being made. Electric car charging points have been installed, the children have had a lot of enjoyment from the bees, a hedgehog was rescued, a meat free day has been discussed with Norse, cheaper paper has been purchased and food waste and packaging has been discussed. Norse has not yet delivered the separate food waste bins. Governor Challenge – how do Staff pay for the electric charging? HT response – there is a QR code that can be used. Governor Challenge – have the children started monitoring the electricity usage? AOC response – we are waiting for the new committee members to be appointed. Governor Challenge – have we reduced the number of bins, now that the pre-school is responsible for its own waste? AOC response – yes, we have gone from 3 bins a week to 1 bin a week. To empty 1 bin costs about £18, so this is a significant saving.		
9. Policies	<u>Governors agreed</u> to ratify the following Policies: • Admissions • Behaviour and written principles • Staff capability • Children with health needs who cannot attend • Complaints • LAC • EYFS • Finance and the Norfolk Scheme for Financing Schools		

	• Pupil premium • Safeguarding • SEND and Information Report • Teacher appraisal • Teacher pay		
10. Governor training and monitoring	10.1 Training JC and LG completed Judging the Quality of Teaching and Learning. All Governors are to complete safeguarding and finance training before the next FGB. 10.2 Monitoring Governors discussed monitoring. Governors will (a) carry out learning walks (b) observe a book scrutiny (c) seek pupil voice (d) attend a Challenge Day on 13 November. In addition, LG and JB will shadow the HT in order to view behaviour.	AP5. Complete safeguarding and finance training before the Nov FGB AP6. Carry out monitoring, to include pupil voice, learning walks and behaviour monitoring	All All
11. AOB and next FGB dates	5.27pm - School Staff left the meeting. This item is subject to a Confidential Minute. All FGB TEAMS meetings are on Thursdays at 4pm: Thursday 27 Nov 2025 Thursday 5 Feb 2026 Thursday 19 Mar 2026 Thursday 21 May 2026 Thursday 9 July 2026 The meeting closed at 5.57pm.		

Signed by The Chair	On
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