



## MINUTES OF THE CATMOSE PRIMARY LGB MEETING

TUESDAY 18 NOVEMBER 2025, 5pm  
SCIENCE LAB

### PRESENT

Kelly Jackson, Bea Jones, Beth Harding, Francesca Dul.

### IN ATTENDANCE

Suzi Green (Clerk)

#### 1. WELCOME, INTRODUCTIONS AND APOLOGIES FOR ABSENCE

In the absence of Mark Tinkler and Marianne Winn, Kelly Jackson welcomed everyone to the meeting. Apologies were received and accepted from Mark Tinkler, Marianne Winn, Stuart Williams, Rachael Coyne, Jane Ritchie-Smith and Barney Thorne.

#### 2. DECLARATIONS OF INTEREST

There were no declarations of interest.

#### 3. MINUTES OF THE MEETING HELD ON TUESDAY 30 SEPTEMBER 2025

The minutes were agreed to be a true and accurate representation of the meeting and were signed by the Chair.

#### 4. MATTERS ARISING FROM THE PREVIOUS MINUTES

There were no matters arising.

#### 5. CLERK'S UPDATE

The clerk welcomed Bea Jones, the new staff governor to the meeting. It was also noted that Jane Ritchie-Smith's tenure as a parent governor was coming to an end later this month and she had agreed to stay on as an appointed member of the local governing body, this was universally accepted. There had been an application for a parent governor and they will meet with Stuart Williams and Kelly Jackson.

#### 6. FINANCE UPDATE

A finance update from the Chief Finance Officer was shared.

#### 7. SCORECARDS

##### Behaviour & Wellbeing

- Attendance among top 10% nationally; unauthorised absence appears high due to accurate recording.
- Current roll decreased slightly; new Year 2 pupil joining in January (total: 208).
- Successful Open Morning and individual tours held.
- Activity Passport remains popular; ELSA and Learning Mentor support ongoing.

- Sensory circuit and welcome group attendance noted.
- House points awarded, especially for Times Table Rock Stars.
- SEN data reviewed.

#### Outcomes

Projected data for GLD, Phonics, KS1 SATs, and KS2 SATs shared by Kelly Jackson.

#### 8. SUBJECT REVIEW: WRITING LEARNING WALK

Kelly Jackson explained that the school has a clear handwriting scheme of work. Handwriting will be taught discretely each week and every day in KS1. A baseline Learning Walk looking at writing within the school had been carried out and showed clear next steps. In term 4 this would all be reviewed to check the impact and challenge.

#### 9. POLICIES

The following policies were ratified:

- Admissions Policy
- Sports Statement

#### 10. A.O.B.

- Governor Day: Tuesday, 16 December – classroom visits and Christmas lunch.
- Christmas Productions:
  - Years 5 & 6: Tuesday 9 December (2:30 PM & 5:30 PM)
  - EYFS Nativity: Wednesday 10 December (2:00 PM)Governors to inform clerk if tickets required.

The meeting closed at 6.00pm

#### Date of next meeting

Tuesday 20 January 2026 at 5.00pm