



MINUTES OF THE CATMOSE PRIMARY LGB MEETING

TUESDAY 30 SEPTEMBER 2025, 5pm
SCIENCE LAB

PRESENT

Kelly Jackson, Mark Tinkler, Francesca Dul and Jane Ritchie-Smith.

IN ATTENDANCE

Suzi Green (Clerk)

1. WELCOME, INTRODUCTIONS AND APOLOGIES FOR ABSENCE

Mark Tinkler welcomed everyone to the meeting. Apologies were received and accepted from Marianne Winn, Stuart Williams, Rachael Coyne, Beth Harding and Barney Thorne.

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. MINUTES OF THE MEETING HELD ON THURSDAY 3 JULY 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

Governors were reminded to complete their annual safeguarding and Prevent training. Dates were discussed for a safeguarding scrutiny panel and Kelly Jackson asked governors to email the clerk.

Mark Tinkler and Marianne Winn agreed to continue in their roles as Chair and Vice Chair, there had been no further expressions of interest and the continuation of their roles was unanimously agreed.

Rachael Coyne's tenure as a staff governor was due to end in November 2025 and staff were asked to submit an expression of interest. Bea Jones expressed an interest and she will join the next meeting in November. An advert had gone out in the latest newsletter for a parent governor. Governors said that they were happy to talk to anyone interested to explain more about the role.

6. TRANSFORMATION PLAN 2025-2026

The Transformation Plan for 2025-2026 was presented to governors which included data from the last academic year and a SWOT analysis (Strengths, Weaknesses, Opportunities and Threats).

The focus would be on embedding the writing framework and tweaks would be made to the Scheme of Work to meet the requirements. The Foundation subjects tracking was now embedded and governors asked how this was quantified. Kelly Jackson explained that at the end of a unit of work teachers would look back at knowledge and drop children into 1 of 3 groups, she would then quality assure these results, ensuring moderation of assessment. Staff liked this as it helped with workload. It was easier to spot the green shoots for children and these can then be celebrated. Another focus is to sustain the excellent attendance at the School.

The Paul Dix behaviour support programme will be embedded into behaviour management. Kelly Jackson explained that it is in line with the school's ethos. It focuses on restorative justice, labelling the behaviour, not the child and talking through the behaviour with the child. She said that the training had been really good and she would go through it with staff.

The Sex and Relationships Education curriculum had been adjusted by the DfE and needs to be in place for September 2026. It was noted that the school uses CWP for this. The Nurture School project is helping with inclusion and ensures children feel supported in their learning and for their mental health.

Kelly Jackson said that staff had met with PINS (Partnership for Inclusion of Neurodiversity in Schools) and they would be holding a coffee afternoon shortly, just before the Stars Assembly, this would also tap into the Rutland Parent/Carer voice. It was about helping parents to access help out of school and also to let them know they're not alone.

With regards to writing, the school uses FRED teach for reading and was looking for something similar. Handwriting is a focus along with marrying phonics with handwriting. The school had not been moderated for writing, but staff had been honest with data. Unfortunately, there were limiting factors i.e., spelling. A writing review would take place this term.

Governors asked about the survey responses and if it is a small number of parents who comment. Kelly Jackson explained that this does vary and responses are looked at by the senior leadership team.

7. POLICIES

The Primary Child Protection Policy was ratified. The Federation Safeguarding Policy was also shared with governors as part of their annual safeguarding training. This policy is approved by the Trust.

8. ANY OTHER BUSINESS

Kelly Jackson had printed copies of the new Ofsted inspection framework for governors to look at. The pilot inspections were currently being carried out and Kelly Jackson would look at these for guidance.

Governors were invited to the Harvest assembly on Friday 17 October at 9.15am and the Governors' Day will take place on Tuesday 16 December.

The meeting closed at 6.00pm

DATE OF NEXT MEETING

Tuesday 18 November 2025 at 5.00pm