Minutes of a meeting of the Full Governing Body of Wimbledon Chase Primary School ("FGB") Wimbledon Chase Primary School, Merton Hall Road, London, SW19 3QB on Tuesday, 30 September 2025 at 18.30hrs

Present:	K Ellis (Headteacher) K Patel (Co-opted Governor)- chair S Furlong-Beaumont (Co-opted Governor) - vice chair M Fernando (Co-opted Governor) T Theodoratou (Co-opted Governor) C Burnett (Co-opted Governor) F Ockelford (Co-opted Governor) F Hunter (Parent Governor) S Ocakoglu (Parent Governor) N Fleming (Parent Governor) P Nekoo Sankey (Staff Governor) S Makepeace (LA Governor)
Others in attendance:	S Dotchin – Clerk D Newell (Associate Member) T Fortescue (Associate Member)
Apologies:	J Fuller (Parent Governor) J Hearn (Co-opted Governor)
Absence:	None
Quorum:	Yes

1. OPENING/QUORUM/APOLOGIES **ACTION NUMBER**

The Chair opened the meeting and declared that a quorum was present.

2. DECLARATION OF INTERESTS

None

3. ADHERENCE TO THE EQUALITIES STATEMENT

The Equalities statement was considered, no exceptions were identified and it was confirmed as being adhered to.

4. SAFEGUARDING UPDATE

KE made a presentation to the Governing Body, this included KCSIE September 2025 updates, training which had been provided to all staff at the beginning of the term and Safeguarding Team arrangements.

Governors questioned and discussed KCSIE updates around Artificial Intelligence, filtering and monitoring. KE told governors that all filtering and monitoring is done via LGFL systems.

Governors asked for clarification regarding data shared regarding safeguarding concerns/reports/actions, KE confirmed that the numbers shown related to incidents and not the number of families involved.

Governors challenged how the school shares information with parents about Sex Education lessons. KE explained this process along with how parents can choose to opt out of certain elements of the topic.

KE informed governors that the school is now using a software programme called CPOMS to log all safeguarding, this is a system used by many Merton schools.

Governors challenged how safeguarding arrangements work for adults such as supply staff. KE said that the agencies used to supply staff, send confirmation about individuals training to school, then on arrival they are given a safeguarding leaflet which informs them of the arrangements while on the premises.

Governors further questioned the arrangements for extra curricular club providers. KE shared the process used to support completion of the clubs' risk assessment, to include safeguarding arrangements, these are then reviewed annually by the safeguarding team.

5. GOVERNING BODY STUCTURE AND MEMBERSHIP

- **Nominations /self-nominations to chair role**. KP informed governors that when his 2-year term of chair ends in December 2025, he will be stepping away from the Governing Body. Governors were asked to consider this role, there will be an election in the November FGB meeting.
- **Nomination of Tia Fortescue (School Business Manager - SBM) as an associate member of the Full Governing Body**. TF left the room for the vote. Governors voted unanimously to elect TF as an associate member. TF was invited back into the room and welcomed by the Governing Body.
- **Re-election of Kate Baker as an associate member of the Governing Body.** KE told governors that he feels it would be useful for KB to remain an associate member to support the SBC and new SBM. Governors voted unanimously to elect KB as an associate member.
- **Introduction of Perveen Nekoo Sankey as the new staff governor.** Governors welcomed PNS to her new role.

Committee membership and link area allocation discussed and agreed to be reviewed. Within this there was a recognition that there may be value in rotating committee members to invite fresh perspectives.

Governors were asked to complete their link visits for the Autumn term. The meeting discussed having two governor days, after the success of the summer term governor day – however this was not deemed practical given the time and effort costs involved in putting this together, covering staff for governor meetings etc. Deputy Headteachers were asked to consider how governors could book these link to make the process more efficient. ACTION 30.1

6. APPROVAL OF MINUTES

The minutes dated 17 June 2025 were reviewed and approved

7. MATTERS ARISING

29.1 Staff Governor Election - COMPLETED
29.2 Review and Update Governor Cycle of Business - ONGOING
29.3 Governor Skills Audit - COMPLETED
29.4 Governor Newsletter to parents - COMPLETED

KP thanked committee chairs for their input in producing this. Governors discussed the impact and accessibility of the annual newsletter and suggested including a small contribution to the Headteacher's Newsletter, such as 'Know your governor.' Governors agreed to send a short blurb to KE to be used. **ACTION: 30.1**

27.1 Presentation from English Leads – November meeting

8. LICENCED DEFICIT BUDGET APPROVAL

TF had shared information with governors about this agenda item prior to the meeting.

To summarise the current position regarding the school budget approval process:

- The budget was approved by Governors with a deficit of **£99,059**.
- This triggered a meeting in June with **Elizabeth Fitzpatrick, Director of Education and Early Help** to discuss.
- A report outlining the reasons for the proposed deficit was submitted.
- Between the FGB and LA meetings, the government announced the **Schools Budget Support Grant (SBSG)** to help schools cover

Teaching and Support Staff salary increases. Wimbledon Chase's allocation is **£33,456**.

- At the meeting, Elizabeth verbally authorised an **adjusted deficit of £65,604** (£99,059 minus the grant).
- We have now received written confirmation, so we are in a position to sign off the budget.

Governors agreed to the budget sign off.

9. HEADTEACHER UPDATE – VERBAL

Context

- School Development Plan (Long Term Strategic Plan)

KE shared the reviewed document with the meeting, reflecting on the targets set and how these were achieved in 2024/25 and looking at the aims for 2025/26 and how the school plans to implement them.
Governors questioned **- 4. Excellence in the use of IT to enhance and support learning** and whether this includes hardware and software, KE confirmed that it did and that he is working with the IT Manager and Computing Lead to achieve this.

School Development Plan (SDP)
Sustaining Inclusion, Wellbeing and Rights
Deepen our whole-school commitment to wellbeing, equality and children's rights. This includes continuing to embed our work as a Rights Respecting School, developing attachment-aware and trauma-informed approaches, and ensuring inclusive practice is reflected in all areas of school life.
Explore the use of AI to support staff workload and wellbeing, with a view to developing school-wide principles and policy.

Writing and Oracy
Build on the foundations laid in year 1 of our writing and oracy project. Continue to strengthen classroom practice, build staff confidence, and ensure progression in children's communication, language and writing across the school.

Curriculum: Embedding, Refining and Monitoring
Consolidate our curriculum intent and implementation across all subjects and phases. Focus on subject leadership, manageable monitoring, and ensuring clarity and coherence in how learning builds over time.

Physical and Active Learning for Health and Focus
Develop our whole-school approach to physical and active learning, supporting both wellbeing and educational outcomes.
Strengthen inclusive access to PE, outdoor learning and physical development, with clear links to SEND and self-regulation
Improve lunchtime and playtime experiences for all children
Promote healthy eating habits, including updated packed lunch guidance
Support children to understand the link between movement, attention and learning

Strengthening Communication and Partnership with Parents
Following parent forum feedback, improve how we share children's learning journeys and our high expectations.
Increase visibility of Phase Leaders and curriculum information
Make website content clearer and more parent-friendly
Provide consistent, practical "takeaways" to help families support learning at home.

KE said he would welcome any feedback from governors at the next FGB.

OFSTED
KE shared information surrounding the new OFSTED framework.
New report cards
The school will receive a report card on our inspection outcome. It will cover our results in the evaluation areas. These are:

- Safeguarding (evaluated separately as a stand-alone area)
- Inclusion
- Curriculum and teaching (combined from the 'curriculum' and 'developing teaching' areas proposed in the consultation)
- Achievement
- Attendance and behaviour (combined from the 'behaviour and attitudes and 'attendance' areas proposed in the consultation)
- Personal development and wellbeing
- Leadership and governance
- Early years

Areas will be inspected on a 5-point scale

The report card will include a grade for each evaluation area.

These grades have been renamed since the consultation proposals, and are:

- Exceptional
- Strong standard
- Expected standard
- Needs attention
- Urgent improvement
- For the safeguarding area, the school will either have ‘met’ or ‘not met’ the standards.

New narrative explanations

Alongside the grade, the school will receive a short narrative explanation that describes our provision and explains how our school reached that grade.

This is to allow parents, carers and others to get a more detailed picture of the school.

Information about your context
The report card will also include contextual information about the school:

- A profile of the pupils, such as the number of pupils receiving free school meals
- Performance data
- Attendance data

All inspections are full graded inspections

Ofsted will no longer carry out ungraded inspections. Your school will receive a full inspection every 4 years as part of the school inspection cycle.

The only exceptions are monitoring inspections and focused inspections, which are triggered by inspection outcomes below the 'expected standard' (see the section below).

Monitoring inspections

Ofsted will carry out monitoring inspections for schools with a grade of:

'Urgent improvement' in any area, or 'not met' for safeguarding – this automatically puts your school into a 'category of concern'

'Needs attention' in any area – these monitoring inspections will only look at the evaluation areas that were graded below the 'expected standard'

Governors discussed the new report system and decided that areas should be mapped and allocated to committees, where areas are relevent.

- Numbers on roll. The school has spaces at the moment - more spaces than last year. 25 pupils have joined since the start of term. There were 34 leavers in the summer term, mostly out of area.
- EHCPs 23 mainstream, 14 ARP
- 3 pupils are waiting for assessment and 1 submitted
- 52 PP no LAC, 5 CPLA

Start of term arrangements

1. Children have settled in well
2. New office team started well
3. Today was the last day for Julie Brock, after 21 years at the school
4. Kate Baker supporting on occasional days.
5. Financial Audit last week - waiting for report
6. Start of first full year with MIS Bromcom, Inc. MCAS – My Child at School.
7. Parent engagement so far:
    - meet the teacher sessions
    - IOW residential meeting
    - French meeting
    - Parent reps meeting
    - Transferring to secondary school meeting

8. Parent communication forum - we looking at communication channels, info for parents: updated Parent Handbook and quick guide, WhatsApp clarified, MCSA is being set up, there will be a communication page on website to explain what each channel will be used for
9. Borough Ukrainian support project being partly managed by WCPS 2nd year running
10. school attendance good at moment – Education Welfare Officer making their first visit this academic year next week: updated Attendance Policy on the website.

11. KE has audited website audit and the website is up to date and compliant.
12. Chase After School Club - places have been taken up and capacity is good
13. Appraisal cycle coming up by half term, MEP visit arranged for 01 October 2026
14. The school has achieved our ECO schools green flag award again with distinction, Ms Daniels & Mrs Nicholas & Eco Team.
15. The school has achieved Rights Respecting School Gold, Mrs Burnett.
16. The school has achieved TFL Gold level, school has successfully reduced car use for school runs, achieved 90% sustainable travel, or met other significant targets within the TfL Travel for Life programme.
17. Summer site works:
    - roofing and some windows – will be completed in October half term
    - smart boards in forest rooms and Year 5
    - flexi stair fitted in Year 5 to allow wheelchair access
18. KE has been in touch with Merton Local Authority following an accident on Chase alley, where one of our pupils was knocked over by a cyclist who then failed to stop. The signs are overgrown and only one set of the warning lights work, KE has asked the borough to address this. KE has run a number of assemblies on crossing the alleyway safely and a member of the SLT is now on the gate during this time in the morning.

The school is taking part in a new project – Attachment and Development Trauma Awareness -2 year project.

10. CHAIR REPORT

- Weekly meetings with KE continue
- KE and KP have looked at the SEF, use of Ai, teacher workload, budget and KP has attended LA budget meetings

11. CHAIR OF COMMITTEE REPORTS

STLC
Vice chair of the committee gave an update following the September meeting to review the summer data.

- GLD (Good level of development) above national average
- KS2 targets exceeded
- Phonics results are strong
- Gender Gap – girls are outperforming boys

The committee had been provided with a comprehensive breakdown of attainment results.

12. SUSTAINABILITY

Sustainability / ECO - KE raised the question as to whether governors felt this should feature within the SDP and governors suggested that the SDP should focus on priority areas. This is still a focus area that will continue irrespective of whether it is a key priority and therefore not necessary to include in the SDP.

Preloved uniform sales have raised £500 so far this term, with most new families using it where there is stock. KE noted thanks to Helen Swiatek (staff member) and Rebecca Webb (parent volunteer) for their hard work, washing, organising and selling the uniform.
Governors discussed their impact on the school's sustainability and made suggestions to reduce it:

- Virtual meetings, to save on lighting, heating
- Bringing reuseable coffee cups
- Considering how they travel to meetings
- Reducing paper used

13. COMPLAINTS

None

14. CONFIDENTIAL MATTERS

None

15. AOB

Governors asked PNS about their visibility to staff and how it could be improved. Suggestions agreed were: **ACTION 30.3**

- Building on the summer term governor day
- Better communication around link governor visits to all staff

PNS was asked to seek further suggestions from staff and feedback.

16. MEETING CLOSE

There being no more areas for discussion, chair closed the meeting at 8.30pm.

Date of next meeting – 25 November 2025, 6pm

CHAIR - SIGNATURE……

CHAIR - NAME……

DATE: ……

Meeting: 29092025/30

Meeting Number/ Action Number	**Action**	**Person Responsible**
30.1	**DHT to consider how link visits are booked.**	**CB/DN**
30.2	**Governors to prepare a short item to feature in school newsletter**	**ALL GOVERNORS**
30.3	**Feedback about how staff feel/would like governors to engage with staff**	**PNS**
29.1	Staff Governor Election	KE/SD COMPLETED
29.2	Review and Update Governor Cycle of Business	KE/KP/SFB/SD ONGOING
29.3	Governor Skills Audit	All Governors COMPLETED
29.4	Governor Newsletter to parents	KP/Committee leads COMPLETED
27.1	Presentation from English Leads – Autumn term	KE FGB - NOV 25
27.1	Draft timetable for governor day to be circulated	DN COMPLETED
26.1	Governors to review link areas and notify clerk of any requests for change.	All Governors COMPLETED
25 .1	Review link governor role for Mental Health and wellbeing.	All Governors COMPLETED
24.1	Governor SEF - Clerk to collate information and share it with the governing body.	SD COMPLETED
23.1	New Attendance\policy to be shared with Governors	KE/SD COMPLETED
23.2	Governors self-review	KE/KP

		COMPLETED