



**ST MARTIN'S
SCHOOL**



**WHINLESS DOWN
ACADEMY TRUST**



**VALE VIEW
SCHOOL**

St Martin's School and Vale View School Local Governing Body Meeting

Thursday 16th October 2025

St Martin's Head Teacher: Mrs H Thompson Vale View Head Teacher: Mrs L Sprigmore

Minutes of the Local Governing Body Meeting held at St Martin's School on Thursday 16th October 2025, at 4pm.

Governors Present: Francesca Bushell, Kirsty Meakings, Chris Scoble (Vice Chair), Lisa Sprigmore (Vale View's Head Teacher), Helen Thompson (St Martin's Head Teacher), Andrew Wright

Others Present: Jacky Cador (Assistant Headteacher at St Martin's School)

Governance Professional: Katie Banes

1	<p><u>Welcome, Introductions, Resignations and Apologies for absence</u> Governors were welcomed to the meeting. Andrew Wright was also welcomed as a newly appointed Staff Governor of Vale View School.</p> <p>Apologies for absence, due to personal circumstances, were received from Billy Wilson and Carole Bennett. Apologies for absence were accepted and the meeting was confirmed to be quorate.</p> <p>The Governance Professional informed the LGB that Billy Wilson wishes to resign from the Local Governing Body, but confirmed his willingness to remain in post until a suitable replacement is appointed.</p>
2	<p><u>Annual Declaration of Business Interests Update/Pecuniary Interests Against this Agenda</u> Governors were given the opportunity to declare any new business interests and/or declare any pecuniary interests against this agenda. AW declared an interest, due to his wife working at one of the other schools within the Trust.</p> <p>No other declarations of business/pecuniary interests were raised.</p> <p>As part of the annual update, all Governors present signed their business interest forms and were encouraged to use the facility on Governor Hub for this in the future.</p>
3 3.1	<p><u>Election of Chair and Vice Chair of Governors</u> <u>Chair of Governors</u> The Governance Professional explained that Carole Bennett had communicated her wishes and views in advance of the meeting. The Governance Professional shared with Governors, Carole Bennett's interest in</p>

3.2	<p>remaining as Chair of Governors for the Local Governing Body. No other nominations were received from Governors for the role of Chair of Governors.</p> <p><i>All Governors present agreed to the election of Carole Bennett as Chair of Governors for the St Martin's and Vale View Local Governing Body</i></p> <p><u>Vice Chair of Governors</u></p> <p>Chris Scoble put himself forward for the position of Vice Chair of Governors, and no further nominations were received.</p> <p><i>All Governors present agreed to the election of Chris Scoble as Vice Chair of Governors for the St Martin's and Vale View Local Governing Body.</i></p>
4	<p><u>Minutes from Term 4 LGB Meeting Published on the Website</u></p> <p>The Governance Professional confirmed the minutes from the meeting held on Thursday 27th March 2025 in Term 4, have been published on the school websites.</p>
5 5.1 5.2	<p><u>Approve Minutes from previous LGB Meeting in Term 6 –Thursday 26th June 2025</u></p> <p><u>Approval of Minutes</u></p> <p>Previous minutes were made available to Governors prior to the LGB meeting.</p> <p>The minutes of the Local Governing Body meeting held on Thursday 26th June 2025 were approved as a true and accurate record.</p> <p><i>The Vice Chair of Governors signed the previous minutes to reflect this.</i></p> <p><u>Actions</u></p> <ul style="list-style-type: none"> - <i>Schedule staff wellbeing monitoring to take place later in the school year.</i> <i>This will remain an action until this has been carried out later within the school year.</i> - <i>Governance Professional to email Governors to confirm the time for the Safeguarding training.</i> <i>Completed by Governance Professional.</i> - <i>Governance Professional to check meeting day and time with CS for the new academic year.</i> <i>Completed by Governance Professional, with confirmation that current meeting day and time is suitable.</i> - <i>Governors who do not have an ID badge to send a photo of themselves to the Governance Professional.</i> <i>This has been completed. New badges should be available at the next LGB meeting.</i>
6 6.1	<p><u>Statutory/National/Local Updates</u></p> <p><u>New Ofsted Framework</u></p> <p>Ofsted are replacing the single overall grading for schools with a report card system.</p> <p>The report card will feature a 5-point grading scale for multiple evaluation areas, with commentary for each area.</p> <p>The final set of grades are:</p> <ol style="list-style-type: none"> 1. Urgent Improvement 2. Needs Attention 3. Expected Standard 4. Strong Standard 5. Exceptional <p>There will be no overall effectiveness grade under the new model and safeguarding will be judged separately as either met or not met.</p> <p>Deep dives and ungraded inspections will no longer take place under the new framework.</p>

	<p>There are six areas which will be evaluated as part of the inspection, which are:</p> <ul style="list-style-type: none"> - Inclusion Ensuring the needs of all pupils—including SEND and disadvantaged—are identified early and supported effectively; equality is visible in practice and policy. - Curriculum and Teaching Well-planned curriculum; engaged learners; assessment used accurately and teaching adapted appropriately. - Achievement Pupils make steady progress in line with national expectations; with gaps between groups narrowing. - Attendance and Behaviour Attendance is near national averages; behaviour is calm, respectful and conducive to learning, with any behaviour incidents handled fairly and pupils feel safe in school. - Personal Development and Well Being Pupils develop resilience, respect, and good attitudes; with a balanced programme of enrichment to allow for and enhance the well-being and safeguarding education. - Leadership and Governance Leaders set clear expectations and maintain an open, supportive culture focused on improvement. Effective challenge from governors; statutory duties met; staff feel supported, valued and professionally developed. <p>Next Steps for both schools include:</p> <ul style="list-style-type: none"> • Providing CPD for school leaders on the new Ofsted model. • Update school self-evaluation documents and improvement plans to reflect the new evaluation areas and expectations. <p>6.2 <u>Community of Schools Update</u></p> <p>There are fifty-three (53) communities in Kent; St Martin’s and Vale View are in Group two (2), which consists of nine (9) primary schools and three (3) secondary schools. The budget allocated for Group Two (which is to be shared across the twelve schools) is ninety-five thousand, nine hundred and fifty-four pounds (£95,954). This is a significant difference in comparison to the funding which was previously accessible for individual schools. For context, Vale View had seventy-one thousand pounds (£71,000) in their SEN budget last year.</p> <p>Lots of local provisions which have been in place, have been stopped, or will be stopping.</p> <p>Schools are not allowed to bid for money for individual children; it must be allocated to groups of children and the associated resources and training. At the first Community of Schools meeting, one of the schools requested a third of the budget to go towards facilitating a nurture group at the school</p>
<p>7 7.1</p>	<p><u>Governance</u> <u>Staff Governor Vacancy</u></p> <p>Following AA’s resignation from the LGB, Andrew Wright has been appointed as Staff Governor as representation for Vale View.</p> <p>Following BW’s communication intending to resign from the LGB as Staff Governor, an advertisement will be placed at St Martin’s School to recruit a new Staff Governor to represent St Martin’s School.</p>

<p>7.2</p>	<p><u>Governor Code of Conduct</u></p> <p>Governors were reminded of the Code of Conduct, which plays an integral role in ensuring Governors conduct themselves appropriately whilst serving as a Governor on the Local Governing Body. As part of an annual update, all Governors re-signed the Governor Code of Conduct.</p> <p>A discussion was held with regards to staff perception and thoughts around governor monitoring visits. It was commented that staff are always very welcoming towards Governors however, it is felt there is likely staff who are not aware of who the Governors are and what their role is within the school and Local Governing Body.</p> <p>It was suggested that consideration be given to providing opportunities for staff to meet with Governors in a less formal capacity, for example through a “Coffee and Catch Up” event.</p>																				
<p>7.3</p>	<p><u>Agree Terms of Reference and Monitoring Responsibilities</u></p> <p><i>Governors agreed the roles and responsibilities as outlined below:</i></p> <table border="1" data-bbox="220 786 1062 1162"> <tr> <td><i>Chair of LGB</i></td> <td><i>Carole Bennett</i></td> </tr> <tr> <td><i>Vice Chair of LGB</i></td> <td><i>Chris Scoble</i></td> </tr> <tr> <td><i>Governance Professional</i></td> <td><i>Katie Banes</i></td> </tr> <tr> <td><i>Child Protection/Safeguarding</i></td> <td><i>Chris Scoble</i></td> </tr> <tr> <td><i>Achievement</i></td> <td><i>Kirsty Meakings</i></td> </tr> <tr> <td><i>Inclusion</i></td> <td><i>Francesca Bushell</i></td> </tr> <tr> <td><i>Leadership and Governance</i></td> <td><i>All Governors</i></td> </tr> <tr> <td><i>Personal Development and Well Being</i></td> <td><i>Chris Scoble</i></td> </tr> <tr> <td><i>Curriculum and Teaching</i></td> <td><i>Carole Bennett</i></td> </tr> <tr> <td><i>Attendance and Behaviour</i></td> <td><i>Andrew Wright</i></td> </tr> </table> <p>Governors requested the governor monitoring report format to be updated to reflect the new Ofsted framework and to ensure it meets the needs of the leadership team and governors.</p>	<i>Chair of LGB</i>	<i>Carole Bennett</i>	<i>Vice Chair of LGB</i>	<i>Chris Scoble</i>	<i>Governance Professional</i>	<i>Katie Banes</i>	<i>Child Protection/Safeguarding</i>	<i>Chris Scoble</i>	<i>Achievement</i>	<i>Kirsty Meakings</i>	<i>Inclusion</i>	<i>Francesca Bushell</i>	<i>Leadership and Governance</i>	<i>All Governors</i>	<i>Personal Development and Well Being</i>	<i>Chris Scoble</i>	<i>Curriculum and Teaching</i>	<i>Carole Bennett</i>	<i>Attendance and Behaviour</i>	<i>Andrew Wright</i>
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<p>8</p>	<p><u>School Development Plan Review & Priorities for 2025-2026</u></p>																				
<p>8.1</p>	<p><u>Review</u></p> <p>Reviews of the School Development Plan 2024-2025 for both St Martin’s and Vale View were made available to Governors prior to the meeting.</p> <p>Governors asked for an update on how St Martin’s were managing the Little Wandle reading groups. It was explained that during the summer term, sessions were frequently cancelled due to staffing pressures, which affected both staff wellbeing and pupil progress. Following discussions with staff, the approach for phonics and reading was revised. In EYFS, whole-class sessions continued to work well. In Year One and Year Two, daily reading sessions were delivered by class-based staff, with an additional group led by a TA in Year Two. Training was provided to enable Year One to run additional phonics groups. This has resulted in a more consistent and effective provision.</p> <p>A Governor asked how well children transition from Drawing Club to Curious Quest. It was shared that children have coped well with the transition, resulting in positive responses from children. However, it was noted that there were a few individuals with additional needs, who did find this more difficult.</p> <p>Due to the schools focussing on English and Maths as a priority, the ‘Whinless Kids Can’ could not be implemented in the way that was originally planned. Unfortunately, as this has not been a priority for</p>																				

	<p>2024-2025 and there has not been any additional capacity, this will be left until there is more capacity and when it feels more relevant within the school's priority areas.</p> <p>A Governor asked if staff or pupil absence impacted teaching and learning, the ability to deliver interventions and small group work in term one. For St Martin's, staff absence did not affect the teaching and learning as they did not experience any class-based absence. However, pupil absence does affect the teaching and learning and progress pupils are able to make. Pupil attendance and the impact of absence is addressed via the attendance team.</p> <p>Vale View have been greatly affected by staff absence, as there has been three (3) members of staff off on long-term sickness.</p> <p>8.2 <u>Priorities for 2025-2026</u> Governors were informed the new School Development Plan format will be adjusted slightly to come in line with the new Ofsted framework.</p> <p>8.2.1 <u>St Martin's School Priorities for 2025-2026</u></p> <ul style="list-style-type: none"> - The quality of teaching across the school is strengthened through the use of research-based approaches. Consistently good teaching leads to increasingly consistent outcomes for all pupils, including those who are disadvantaged or have SEND. - A strong emphasis on reading for pleasure and motivation supports high attainment, enabling the school to maintain the previously consistent record of pupils achieving well in reading at both the expected and greater depth standard. - Raise standards in writing by strengthening the spelling curriculum and embedding it across the curriculum. Ensure all subjects provide purposeful opportunities for retrieval practice to reinforce skills, supporting pupils in consolidating key learning and increasing the proportion working at age-related expectations. - Through a focus on research-based approaches to challenge and engagement, all pupils can achieve as well as they can. As a result, the percentages of pupils working at greater depth across the school continue to increase. <p>8.2.2 <u>Vale View School Priorities for 2025-2026</u></p> <ul style="list-style-type: none"> - The quality of teaching across the school is strengthened through the use of research-based approaches to ensure consistently good teaching – this leads to improved outcomes for all pupils at the end of key transition points. - Improve spelling across the school by embedding a whole school approach which raises accuracy and confidence in spelling. - Enhance playground behaviour and relationships by creating a safe, inclusive environment through positive behaviour strategies, structured play and pupil leadership. - To improve clarity, confidence and fluency in spoken and written English across the curriculum by implementing research-based approaches. - Accelerate progress for vulnerable groups and narrow attainment gaps through high quality teaching, targeted interventions and consistent monitoring.
<p>9</p> <p>9.1</p> <p>9.2</p>	<p><u>Educational Performance</u></p> <p>Pupil data for the academic year 2024-2025 was provided to Governors prior to the meeting. Headlines for predicted end of year data had already been shared in the previous LGB meeting.</p> <p>St Martin's had brilliant results, achieving the highest Maths results in over a decade and combined data above the national average for key stage two. However, it was commented that the year six (6) cohort for this year is very different, with 37% currently predicted to meet the combined expected standard.</p>

	Vale View achieved the highest combined results since 2013; with being only 2% away from achieving the national average. This was a great result, particularly as there were several new children who joined year six (6) during the year.
10	<p><u>Creative Curriculum Impact</u></p> <p>Due to time constraints, it was agreed for the Creative Curriculum Impact to be moved to the next meeting agenda.</p>
11	<p><u>Sports Premium Review</u></p> <p>The review of the Sports Premium Strategy was shared with Governors prior to the meeting. Governors were informed the evaluation process for the Sports Premium Strategy has changed. There are now five (5) forms which must be completed online to evaluate the use and impact of the sports premium funding.</p> <p>Governors asked if the funding would be allocated to the same areas this academic year, or if there will be a different focus for the new academic year. It was explained that the new evaluation method has caused staff to reassess and review how the plans are written. It is already been identified that SEND, disadvantaged pupils and girls will form some of the targeted groups within the next Sports Premium Strategy.</p> <p>A Governor followed this up by asking, if it wasn't specifically targeted within the Sports Premium Strategy, how is the school ensuring that pupils with SEND and long-term medical conditions are able to access the sport opportunities within the school. Governors were informed that although it wasn't included specifically within the Sports Premium Strategy last year, and therefore not part of the online evaluation, the Sports Coaches are utilised to support children with SEND. For example, by leading Fizzy groups, Sensory Circuits and other interventions. Sports Coaches are also planned to run physical development sessions in EYFS; this will involve supporting pupils during child initiated.</p>
12	<p><u>Safeguarding</u></p> <p>All Governors were invited to attend safeguarding training in September 2025. FB was unable to attend. FB to complete safeguarding training via Governor Hub.</p> <p>All Governors were requested to ensure they have read and understood Keeping Children Safe in Education 2025.</p>
13	<p><u>Behaviour Policy Review</u></p> <p>Behaviour Policies for both St Martin's and Vale View were made available to Governors on Governor Hub prior to the meeting.</p> <p>It was reported the Behaviour Policy has been working well at both schools, with no major discrepancies identified.</p> <p><i>All Governors present agreed the Behaviour policy for St Martin's and Vale View.</i></p>
14	<p><u>Approval of Residential Trips</u></p> <p>St Martin's and Vale View sought approval from the LGB to take Year 6 on a residential trip to PGL which is based in Ashford, formerly known as Kingswood.</p> <p>The trips are intended to last for two nights and three days each and take place in June 2026. If all three schools within the Trust book to go at the same time, PGL are willing to provide a discounted price.</p> <p>Governors asked if parents would encounter barriers for the cost of the residential trip. It was confirmed it could be likely, however, the schools will work with individual families to support where necessary and in particular, support those with children who are eligible for free school meals.</p> <p>Governors were informed that the Headteachers would like to change the timing of the Year Six residential next year. It is proposed that the trip take place in October 2026 instead of June 2027. One of the key benefits of scheduling the residential in the autumn term is that it would result in significantly lower costs for parents.</p>

	<i>All Governors present approved the residential trips to take place at both schools.</i>
15	<u>Any Other Business</u> No items of any other business were raised in the meeting.
16	<u>Confidentiality of Proceedings</u> No items of a confidential nature were raised during the meeting.
17	<u>Publication of Minutes</u> The next LGB meeting will be held on Thursday 27 th November 2025 at 4pm, at which these minutes will be approved and published.
<u>Action Points</u> <ul style="list-style-type: none"> - <i>Schedule staff wellbeing monitoring to take place later in the school year.</i> - <i>Staff Governor vacancy at St Martin's School to be advertised.</i> - <i>Absent Governors to re-sign their Register of Business Interest forms and Code of Conduct.</i> - <i>Consider new governor monitoring report format.</i> - <i>Consider opportunities for staff to meet with Governors in a less formal capacity.</i> - <i>FB to complete safeguarding training via Governor Hub.</i> - <i>All Governors to confirm at the next meeting that they have read Keeping Children Safe in Education 2025.</i> 	

Minutes written by the Governance Professional, Katie Banes

Signed C. Bennett Date 27.11.25

Carole Bennett, Chair of Governors

