



BROAD OAK PRIMARY SCHOOL
Full Governing Body Meeting

Date of meeting: Tuesday 31st March 2026

Quorum: 6 (met at this meeting)

Chair: Chris Pyle

Clerk: Jenny Adie

Pages:

Signed:

Date:

Present		category	end of term	present(P)/apologies(Ap)/absent(o)						
Governor				21/10	27/11	27/1	31/3	21/5	9/7	
Shabnam Mughal-Mohammed	Parent Governor now Co-opted Governor until academisation	20/10/24 20/10/28	Ap	P	P	P				
Sheila Patel Webster	Parent Governor now Co-opted Governor until academisation	20/10/24 20/10/28	P	P	P	P				
Kevin Corteen	Headteacher	ex officio	P	P	P	P				
Sarah Bruce	Staff Governor	20/10/29	P	P	P	P				
Jan Sorohan	LA Governor	24/9/28	P	P	P	P				
Frank Atkinson	Co-opted Governor	25/2/28	P	P	P	P				
Ann Johnson	Co-opted Governor	4/5/30	P	Ap	P	P				
Karen Page	Co-opted Governor	6/12/26	P	P	Ap	P				
Chris Pyle	Co-opted Governor	25/11/27	P	P	P	P				
Lisa Walker	Co-opted Governor	20/10/29	P	P	P	P				

Apologies
Shabnam Mughal Mohammed to be late
Apologies formally accepted

In Attendance	
Katie Walker	School Business Manager
Jenny Adie	Clerk

2. Declaration of any Pecuniary Interests in the items on this agenda

No Pecuniary Interests declared in the items on this agenda.
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3. Minutes of the previous FGB Meeting, on 27th January 2026

Minutes agreed as a correct record.

Matters arising

Items 4.1 and 5.1.1 Resourced Provision funding: KC has written to Jeff Smith MP inviting him to visit the School. Amanda Corcoran will be visiting next term.

3. Presentation on Positive Regard

Sean Kelly

School was offered a free place for Positive Regard training. Sean attended the 5 day course, 3 days on what Positive Regard is, then a visit to a Special Needs High School, and is now a Positive Regard Specialist. The Behaviour Policy will be rewritten to include Positive Regard, and more rigorous rules and follow-up for Suspensions and Inclusions and Physical interventions.

Positive Regard is about understanding why children behave in a particular way; strategies for managing challenges alongside understanding behaviours; acceptance and valuing of students without judgment or conditions. It is not about liking them, but valuing them, removing judgement, helping them through relational practice, creating a safe and supportive environment. It puts the individual needs of children at the heart of what the school does.

There is a training and consultancy service, and holistic flexible services based on the needs of the child, based on relational practice; children do not follow rules, they follow relationships and people, building a safe and trusting relationship.

Teachers are asked to show a genuine curiosity about the children and their lives; feeling safe helps the children trust. **(Shabnam Mughal Mohammed joined the meeting at 17.14)** Feelings drive behaviour, the adult needs to understand the behaviour and try to find the 'why', and acknowledge the child's feelings. There are logical consequences for the child for behaviour which may not be under the child's control.

Adults use 'connection before correction'; they empathise, regulate, relate, repair. They use therapeutic language; they consider tone, facial expression, intonation, stance, which are all as important as the words used.

The approach shifts the mindset on managing behaviour; every interaction is an intervention.

Sean has now trained the Teachers at Broad Oak. Sean finds the approach effective in action; KC has seen it being effective at de-escalation; SB agreed.

KP commented that a Behaviour Policy can be very wordy and lengthy, this approach seems much clearer.

It can take time to relate to the child but will have results as his anxieties reduce and his trust increases.

Connecting with the child includes enquiring about how he feels and what has happened; this validates the Child's experience and feelings and reduces tensions.

There has been an increase in playtime and lunchtime incidents; these Staff will need to learn about the approach and start to use it.

Now that Sean has this Specialist status, the LA expects him to work with other schools to earn some income for the School

Q. Is it new to the Trust?

Yes, they have not met it yet. KC has talked about it with Steve Wheeldon.

Action	Kevin Corteen	To email Sean's presentation to Governors.
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Sean Kelly then left the meeting.

5. Headteacher's Report

Sent out in advance of the meeting.

SLT have devised and delivered to pupils Habits of Attention lessons, developed from ReadWriteInc, with which all the children are familiar.

School had a visit from North West Maths Hub Teachers, who commented on how engaged and attentive the children were. Teachers are going into each others classes to look at practice and think about small changes they can make

Writing: they are still working with the framework.

Maths: the Lead did an analysis of gaps and asked Teachers to work in lessons on gaps, and can see them doing this. Oak has a vocabulary focus; Teachers at first thought this was too much but the children are now using the vocabulary. The Trust is pleased with the pace of embedding the new scheme and the Maths Hub visitors were impressed. Dropping-in on classrooms KC has seen the deeper understanding the younger children now have of number. KC has been working with Year 6 children, those achieving just below Expected often lack understanding of their answers, and why they are not correct.

Children are enjoying the Outdoor Library

School was invited to a Rise event on attendance; they were told that attendance is everyone's business and the Staff with most daily contact with the parents are in the best position to change parents' behaviour.

KC has looked at the stats and decided that the children with 5-10% absence are the group the school is most likely to be able to influence.

Q. What is School doing with these parents?

Sending letters; Teachers are encouraging parents; when KC looks at stats on Mondays he can see the direction of attendance.

Q. Do they fine families in the band below?

They work according to the Policy to support and remind and notice good attendance and comment positively. Yes, they do fine parents.

Summer term attendance is generally better, they will have to work hard to keep the improvements.

Q. Is there any obvious reason why Year 5 and Year 6 are worse?

No. There are some families in these Years who have had poor attendance through School. The DfE is asking schools to do transition work with Year 6 children, sharing information with the High Schools to trigger work with both schools and the family to try to build the habit of better attendance during the summer term. Children tend to attend well for the first two terms of Year 7, then drop off in the summer of Year 7 and stay poor in Year 8.

Q. Can a High School choose not to take a child because of attendance?

No.

Persistent Absence has reduced; new part-time Nursery children were distorting the figures. The School does not have capacity to support families as they would like, with Staff doing home visits and providing transport to bring children into School where the child would come but the parent cannot manage it.

Behaviour

There are more playtime incidents. The Prefects support with younger children, the Mental Health Champions will be helping in the playground soon.

There have been two more Suspensions of children in Year 2, for physical assault against an adult and against children. Both children are going through statutory assessment. There has been one incident with an Acorns child where the child was suspended for his safety.

Personal Development

There have been 11 Child Protection incidents; 29 children are being monitored; there have been 4 referrals.

Staffing

There are no significant changes since the last meeting. The new HLTA and Admin Staff member have started and are working well.

Events

The Iftar celebration went very well, with much positive feedback.

Each Phase in School is doing an Assembly on a big celebration for the whole School, with their parents invited

Older classes have been linked with a younger class through the year for activities, and have developed relationships.

6. Governors Committees

Minutes sent out with papers

6.1 Resources Committee 17th March

Frank Atkinson

The Committee received a brief budget update; they reviewed and approved the SFVS Return, and recommend it to the FGB for approval.

6.1.1 Approval of the SFVS Return

Governors agreed to approve the SFVS Return.

6.2 School Improvement Committee 5th March

Karen Page

The Committee received Maths and English updates, and information on monitoring of PSHE and Computing.

History and Music assessments will come to the next SIC meeting.

7. Academisation Update

KC had a meeting with Steve Wheeldon. Both the LA and the Trust would like to see the School achieve a balanced budget this year. There will probably be an in-year deficit of about £31,000. All income is now in. A TA is off long-term following an operation, and there has been some Teacher illness, and some buildings emergencies.

The community activities do bring-in some money, and in-School fundraising has funded some improvements.

KC, KW, and SW and KS from the Trust will meet to discuss the budget.

The Resourced Provision is a cost to the School. KW will do 2 budget scenarios, with and without the Resourced Provision, when she does the new budget. The LA know that the School cannot find more savings. There is nothing more that can go into the DRP. The LA is still interested in pursuing an increase in numbers in the Resourced Provisions but School is not unless it is fully funded.

The Clerk advised that one of Governors' three main responsibilities is for financial control and accountability, but the Local Authority will not fully-fund the Resourced provision, which then requires funding from the School budget, nor allow the School to close the Provision. They will not allow the Governing Body to exercise its financial responsibility. When the new budget is sent in to the LA for approval, the Governors could send a statement approving the budget without the Resourced Provision income and costs, which will put the School's own budget into in-year deficit. This could also go to the Trust, the Regional Schools Commissioner and the DfE, to make it clear that the LA is forcing the School into in-year deficit, and inability to reduce the outstanding deficit, and the Governors do not agree with this.

It was suggested that the Governing Body invite the LA to a GB meeting about the budget. If the School had received the £26,000 for the additional RP TA that was agreed but not paid by the LA, plus the £13,000 income that it loses by taking 14 children - the extra two over 12 being funded at a lower rate, which was not explained before expansion to take 14 - the budget would not be in deficit this year.

Governors agreed that this will come back to the next FGB meeting. When the two budget

scenarios are prepared Governors can then work on a statement to go with the budget to the LA.

Action	Clerk	To put preparation of a statement to go with the budget on to the next FGB agenda.
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8. Training

Action	All Governors	To complete online Safeguarding training if not already done.
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9. Any other business

9.1 SLAs

Katie Walker handed out the list of SLAs organised to date. She is making savings where she can. The local schools' SBMs meet regularly and share information on the services and costs for their schools, which is very useful.

School has moved to Arbor from SIMS. Only After-School and Breakfast Clubs are still on ParentPay under a contract until next year. KW has given notice to ParentPay; there will be a saving of £700 when it all goes on to Arbor.

School Spider runs the website, not messaging.

Water coolers across the School cost about £4,000 per year. School had to have them with the old water system but drinking water is now available to the children.

Services costs are higher although numbers are falling. Bins collection with Biffa is more expensive this year. The School Eco-Team enjoyed a visit to a small Waste-Management Company which seemed interested in new contracts. Sarah Bruce will send contact details so KW can check their offer.

The Cleaning Contract Company pays their Cleaners minimum wage and provides cover when someone is off sick, KW does not have to manage the service or cover work. There is no advantage to taking the service in-house.

KW spoke to Steve Wheeldon from the Trust about SLAs, he said most services stay local, though the Trust is looking at Catering as a Trust service.

KW is looking at copiers, possibly having one machine now and a lower lease cost. One of the machines is out of contract. School could be offered a lower price per copy with a new contract.

An alarm has been going off in the night. 3 nights are due to leaving a kitchen heater on, others are one-off incidents. KC has looked at causes, and Staff could be asked to be more careful closing doors and windows. There are call-out charges when the Alarm Company has to respond and some of the School's neighbours complain on social media.

Swimming is a big saving, using the pool put-up on site for 5/6 weeks next term, so there are no travel costs for lessons, The cost is down from £14,000 per year to £12,600 for 2 years as both Year 4 and Year 5 will have lessons this year, then no cost next year. They are still looking at additional uses while the pool is at School, possibly for adult lessons.

Action	Sarah Bruce	To give Katie Walker the contact details for the Waste Management Company visited by the Eco-Team.
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9.2 Co-opted Governor end of term

Ann Johnson's term as a Co-opted Governor ends on 4th May.

AJ left the room; Governors voted unanimously to reappoint.

The Governing Body agreed to re-appoint Ann Johnson as a Co-opted Governor.
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Next meeting:

Thursday 21st May
Thursday 9th July