



**MINUTES OF A MEETING OF THE
FULL BOARD OF GOVERNORS OF
ST ANNE'S FULSHAW CE PRIMARY SCHOOL
ON THURSDAY 19th MARCH 2026**

GOVERNORS IN ATTENDANCE:

Maxine Drabble	(MD)	Chair of Governors
Angela Fitton	(AF)	Foundation Governor
Sally Petrie	(SP)	Co-opted Governors
Clare Daniel	(CD)	Headteacher
Heidi Watts	(HW)	Co-opted Governor
Rachel Woodley	(RW)	Co-opted Governor
David Cumberland	(DC)	Ex-Officio Foundation Governor

OTHERS IN ATTENDANCE: Maria Wilson, Clerk to Governors

APOLOGIES:

Wendy Clark	(WC)	Co-opted Governor
Steven Franklin	(SF)	Parent Governor
Sarah Knowles	(SK)	Local Authority Governor

PART ONE BUSINESS

The meeting commenced at 6pm.

Item		Actions
	Presentation – Annual SEND Report to Governors – HT/SENDCo CD guided Governors through the SEND Spring Term 2025-2026 Report shared on SharePoint. The following are key highlighted comments from the presentation (not verbatim minutes): • 42.85% of the Reception pupils are in receipt of an EHCP. • In Y1 8/11 pupils (73%) are now on the SEN Support register. • There is a significant delay in Cheshire East with the processing of EHCPs due to demand and lack of Educational Psychologists. One child has waited from Christmas 2025 until May for an EP assessment window well beyond that which is lawful. This situation will worsen following publication of the new White Paper.	

	- Boys outnumber girls on the SEN Support register by a ratio of 28:8. The number of girls is increasing, though. - The school SEND population is more than double the national average. - Pupils with ADHD have identified SEMH needs. 25% of pupils at SAF are on the autism/ADHD pathway. This percentage is well above the national average for schools. - In the context of our locality, diversity at SAF is much higher than average – 92.9% of our ward population is White British and 63.9% of our school population is White British. Q: Are parents choosing SAF because we are a church school? A: It is possible that we are being chosen because we are a faith school. SAF now attracts families from a wider area. The furthest family comes from Longsight in Manchester. There are more families in school who are active in their Muslim faith than those who are active in their Christian faith. - Attendance amongst SEND pupils is below the national average. Many SEND pupils have medical needs and some are on transitional timetables. Q: Does SAF have any concerns about the attendance data? A: No, it does not. - There has been an increase in in-year mobility regarding SEND pupils. - Reception and Y1 have the largest number of pupils on the SEND register. Three pupils in Reception have 1:1 TA support in line with their needs and their EHCP. - No teaching assistants are employed as general TAs, all are SEND TAs. - CD explained that she had spent two hours in the termly SALT (Speech and Language Therapy) meeting because of the level of need at SAF. - As it is taking approximately 40 months to secure an autism referral, many parents are going privately. Q: Is this most parents or in exceptional circumstances? A: Between 10%-15%. - The number of cases being brought to EP Cluster meetings by SENCOs is very large which often means that not all cases are heard and then have to wait until the next meeting. Our EP is a senior specialist EP and so is often called to attend schools to support staff and pupils if there	
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	are traumatic events. The SEND panel expects advice to be relatively recent but if there is a backlog of cases then it may not be timely and then needs assessment applications are referred back to school to seek advice again. • Q: Is this more of an issue with SEMH (Social and Emotional and Mental Health) than with SALT, as with speech and language schools can start to work with the pupils? A: Yes, it is. Our cluster of SENCOs worked on the SaLT pilot with therapeutic staff, however we are not qualified to administer the clinical assessments. CAMHS waiting lists are very long with waits of 40-48 months for an assessment. Q: Can we/Have we developed our level of expertise at SAF? A: Yes. • CD explained that the Cheshire East Inclusion Quality Team is being removed. • Training has been identified from the last SALT meeting. • All Y6 SEND pupils know which High School they will transition to and will attend their additional transition meetings in April. • SAF is developing a whole communication approach to speech and language issues as evidenced in its SSDP, following the whole school audit completed in partnership with Styal Primary School's SENCo. Q: How much time do you (CD) spend on SEND work? A: I spend about 85% of my time on SEND, possibly higher now because we are in the window for completing the annual reviews. CD explained that the local cluster of SENDCos was very supportive. Many of them had been in post for a long time. Governors thanked CD for her Report.	
1	Apologies and Any Other Business (AOB) Items Apologies were received and accepted from Sarah Knowles, Steven Franklin and Wendy Clark. No items of additional business were raised for discussion under agenda item 15.	
2	Conflict of Interest All Governors have completed their pecuniary interest declaration, except DC.	

	DC informed the meeting that he: • Is on the Diocesan Board of Education. • Is a Governor under another Local Authority. • Works for Cheshire West and Warrington. No conflicts of interest were noted with the business of the meeting. Action: To complete his pecuniary interests on Governor Hub and SharePoint	DC
3	<u>To receive any changes to the membership of the Board of Governors</u> DC was formally welcomed to the Governing Board. <u>To consider any current vacancies in accordance with the constitution</u> The school is in the middle of a Parent Governor election process. One parent has expressed an interest. Q: When does the application process close? A: 25.03.26. The school is keen to bolster finance and HR skills amongst its Governing Board. <u>To note the following terms of office that due to expire before the next meeting</u> No terms of reference are due to expire before 17. June 2026. The terms of office for both MD and AF are due to expire on 15.08.26. AF will not continue in roll. The Diocese will support the school in finding her replacement. MD has been asked to reconsider her decision to step down, as there will be a new Headteacher or Interim Headteacher in post. Action: To contact the Chester Diocese to activate a replacement Foundation Governor for Angela Fitton <u>To ratify all DBS checks completed for new Governors</u> Sarah Knowles is still to complete her DBS check. Action: To contact Sarah Knowles to complete her DBS check <u>To confirm that GIAS (Getting Information about Schools) has been updated</u> It was noted that CD will do this task.	MD MD

4	Part One Minute and Matters Arising A copy of the Part One minutes from the meeting held on 12.11.25 and their attendant action log were shared with Governors prior to the meeting. Governors approved the minutes as a correct record of the discussion held. There were no matters arising from the minutes. The action log was reviewed and the following actions carried forward: • Pecuniary interests completed. Code of conduct read and approved. • SK had not been allocated to a committee yet. • Provide a pen portrait for the school website. • To upload all training and visits to Governor Hub	DC MD DC, SK and RW Govs
5	Chair's Action and Correspondence MD had taken no Chair's action or completed any correspondence on behalf of the GB since the November 2025 meeting.	
6	Part One Reports from Committees and Governors with Special Responsibilities Meeting minutes were shared with Governors from the Resources Committee (02.03.2026), and the Personnel, Pay and Performance (PPP) Committee (01.12.25). No questions were asked of the committee minutes. It was noted that there was a further PPP Committee meeting on Monday 23rd March. A copy of a Safeguarding Review 2025 - monitoring checklist document was shared with Governors in advance. SP said that she had completed her Safeguarding Link Governor visit. She had used the checklist document to record the findings of her visit. The Single Central Record was checked and is compliant.	
7	Finance/Compliance Matters The following documents were shared with Governors on SharePoint: • Benchmark Spending DfE Matched Schools	

	• Benchmark Spending School Filtered Matched Schools • Asset Register ICT • Asset Register non-ICT • Catering Summary 01.01.25-01.03.26 • ChESS Purchase Report • Contract Register • Copy of St Anne's Pre-Meeting Budget Papers and copy of St Anne's Post- Meeting Budget Papers • Governors' Financial Competencies MIFP • SAF CoE Primary School Notional SEN Budget • SAF CoE 2026-2027 Source of Funds • Source of Funds Guidance 2026-2027 • Staff Scenarios • PPG Strategy Statement 2024-2027 <u>To review financial benchmarking data</u> The Resources Committee had looked at the sample selected by the DfE FBIT and then filtered the search according to size of school, financial deficit and percentage of SEND and free school meal pupils. Outliers were reviewed. The SAF deficit needs to be reduced. It was noted that SAF was in the middle or towards the bottom of the sample for expenditure. SAF insurance costs are high. The cost is calculated per pupil. The school purchases additional cover for residential visits and has blanket car cover in the event of a member of staff needing to use their own car to transport a pupil. SAF purchases both Cheshire East and Diocesan insurance cover. The benchmarking process highlighted nothing of concern. Nothing was raised to be addressed. Catering is going very well. More pupils are taking a school meal because the quality is better, Q: What is the meal uptake? A: It is usually between 60% and 67% of pupils but can be nearly all of them if there are special menu events. <u>To review and approve the Manual of Internal Financial Procedures</u> Governors were advised that the only changes to the MIFP were date changes.	
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	Other enquiries recently totalled 4 pupils. Q: Is this due to mobility? A: One enquiry was from a local family. The other families were from out of area. Q: Do we still have traveller children? A: Yes. Q: Is it unusual for pupils to leave in Y6? A: We did have a pupil leave in Year 6 who was being home educated, they have a history of brief school attendance and then EHE. This is a pattern over time. Q: Is there a pattern of in-year mobility? A: There are more SEND pupils joining SAF than leaving it. Q: Are any families opting to home educate? A: There has been one. There was discussion of the rigidity of the education system into which is not the best fit for all children. • The 3-Year Plan is showing an increasing deficit of approximately £614k. The budget is compounded by variable pupil numbers and the vagaries of high needs funding. SAF will be able to make savings. The school has been in a deficit position since the pandemic. Q: How many schools are in a deficit position? A: Approximately 75% of Cheshire East schools are in a deficit position. The Local Authority Budget Officer has provided MD with some scenarios for saving money, which will be shared with Governors at the EFGB meeting on 20.03.26. Q: What is the threshold for the school to remain viable? A: This is unknown. SAF is the only church school in the area. However, numbers on roll are low. There is a falling birth rate and there is capacity in other local schools. One Governor noted that the school's financial worries would be eased if Cheshire East would sign off SAF's Pre-School application. There is a need for a pre-school in the area. The Governor commented that SAF has received no support from Cheshire East.	
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	Q: How can we apply more pressure to Cheshire East? A: Iain Peel has been approached by CD but he has not responded. Action: To write to Esther McVey, MP, regarding the lack of a decision from Cheshire East about SAF's Nursery Provision application <u>To review and approve the SFSV to be submitted by 31st March 2026</u> Action: To approve the SFVS on the SharePoint document The Clerk noted that this was not good practice as it stopped Governors from holding any discussion about the document. Governors have previously approved the SFVS in this way. <u>To monitor the spending and impact of the Pupil Premium Grant</u> Pupil Premium attainment was shared with Governors in the Headteacher's Report. The 3-Year Plan shows the impact of the school's PP expenditure.	MD Govs
8	Part One Headteacher's Report and Matters Arising The following documents were shared with Governors on SharePoint: • Headteacher Report Spring Term 2026 • Context for Governors 16.03.26 • Spring Term 2026 Class Arrangements • Spring Term 2026 Staffing Governors were informed that: <u>Quality of Education outcomes for disadvantaged pupils:</u> • The Pupil Premium Strategy was evaluated before 31.12.25. • In 2024-2025 there were 9 pupils in Y6 on the PP register. There were 5 late starters. There were 2 pupils receiving PPG and income-related FSM. There was one Ukrainian pupil receiving PPG. Eight pupils received income-related FSM. 4/9 of the pupils were on the SEND register. 5/9 were waiting for an autism/ADHD assessment. 2/9 were undergoing a Needs Assessment for an EHCP. • 100% of the SEND non-disadvantaged pupils achieved the expected standard in reading, writing and maths. This was higher than the percentage of non-SEND non-disadvantaged pupils achieving the expected standard.	

	• There were 24 SEND non-disadvantaged pupils and 4 SEND disadvantaged pupils. • In 2025 the school was externally moderated for writing. During the writing moderation process, one Y6 pupil with SEND was assessed at the expected standard by their teachers, but the moderator downgraded them to working towards. • All disadvantaged pupils (100%) achieved the expected standard in reading at the end of Y2. • There were no disadvantaged Y4 pupils to sit the times tables tests. • 3 disadvantaged pupils sat the SATs tests – one late arrival was working below the expected standard; one home-grown pupil was working at the expected standard and one pupil secured greater depth in reading and maths but was working below in writing. • SAF focuses on developing the spoken language through whole school communication and investment in phonics. There are a number of current Y1 pupils who are on the autism pathways and will be referred for an ADHD assessment when they are old enough. Pupils need a certain level of phonics skills for reading fluency. • The school employs a Senior Mental Health Lead. This member of staff delivers therapeutic play, play therapy and supports with requests from external agencies. All pupils receive support if they need it. <u>Training and Development:</u> • PC Andy Cornell provided online safety training for members of staff. Q: Will there be a session for parents? A: This is to be confirmed. Q: Was the last one well attended? A: Unfortunately, the parents who needed it the most did not attend. There was discussion of the minimum age for accessing WhatsApp being 16 years of age. There was discussion of a new platform called Starz. • The winter warmer grandparent lunch was very popular. As 50 people attended last year, the lunches were held by class this year. <u>Personal Development, Behaviour and Welfare:</u> • There are six pupils on transitional timetables. Their hours and year groups were shared with Governors.	
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	Q: Are there time limits on the transition timetables? A: They need to be reviewed monthly. Some pupils have managed to increase their hours, others have not. Examples were shared with Governors. It was noted that the Cheshire East Attendance Team is aware of all the children. It was also noted that the parents are all supportive of the actions taken by SAF. • Q: Where do most SAF transition to from Y6? A: Most pupils go to Wilmslow High School. They provide a transition day for pupils with a SEND Support Plan and a transition day for pupils with an EHCP. Q: Is there still a bridging project completed? A: Not anymore. Every two weeks, Jo Fletcher from Wilmslow Youth works with vulnerable pupils on transition and will remain as the link for these pupils at High School. Pupils go to the Undercroft weekly after the Whit Half-Term to participate in group activities and sports. Historically pupils from SAF have managed transition to High School well. <u>Vulnerable Pupils:</u> • SAF has one pupil undergoing an Early Help Assessment. SAF has three pupils on a targeted help plan. SAF has three Young Carers. All pupils who have a sibling with an EHCP are classed as young carers, however they still need a referral to Young Carers to access their support and services. Q: Does SAF have any Looked after Children? A: No. • The DfE SEND White Paper will lead to significant changes around who is responsible for provision and who the arbiter is. Parental rights of appeal and to an independent tribunal will be removed. Schools and the Local Authority, in particular, will need to make sure that they continue to operate within the current law until this legislation passes through parliament. Strategy meetings with some vulnerable families sometimes include the police.	
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	There has been increasing parental concern about behaviour at home. This is not being seen in school. This is preventing the school from supporting EHCP applications from parent, as school must provide what they observe and what is reported to them, however these things often differ. • There have been no incidents of bullying this term. • There have been no incidents of racism this term. • There have been no suspensions this term. • The current whole school attendance data is 93.3%. Minus the 6 pupils on a transition timetable the attendance data is 94.9%. The school does not authorise termtime holidays. SAF is categorised as a green school by Cheshire East, so is entitled to two Attendance Team consultations per year.	
9	School Development Plan A Context for Governors document was shared with Governors in advance. CD explained to Governors that: • A whole-school communication audit was conducted jointly by the school's SENCo and the SENCo from Styal Primary School. An action plan resulted from the audit. • SAF has 4 pupils who are pre-verbal or non-verbal. • SAF aims to provide a consistent system of verbal, visual and signed communication. This is currently going well. Q: Is the SSDP on SharePoint? A: It is not but it can be. Action: To upload the School Development Plan to SharePoint for all Governors to see • The RE curriculum will be reviewed in the summer term. A two-year plan is in place, and this year concludes the first run-through of it in its entirety since moving from the three-year plan. It was written in summer 2024. This year it will be evaluated and adjusted. Evidence will be collected to support impact. SAF is looking at the flow of RE and ensuring that the school achieves consistency with the key threads across the year groups. Q: Is SAF due a SIAMS inspection? A: It is, before the end of the Summer Term 2026. All curriculum documents are available for Governors to access on the school website.	CD

	The further development of Early Years at SAF is currently paused, whilst the Pre-School application is pending. Q: Is there a priority linked to SEMH in the SSDP or is it already well covered? A: It is already consistently well covered. myHappyminds is an integral element of the curriculum, and the school has its Senior Mental Health Lead to support emotional health and wellbeing. Q: How is SEMH evaluated? A: SAF uses SDQs (an emotional and behavioural screening tool) and evaluation of outcomes post intervention against individual pupils' SEMH objectives. Q: Is SEMH in the SDP? A: No. These needs are successfully covered by our curriculum and pastoral provision. CD explained that SAF has worked with the Springfield and Adelaide Outreach Teams to support individual pupils with SEMH needs. In 2024-25, SAF undertook the Voice 21 Project regarding the development of communication and language skills.	
10	Strategic Governance – organisational arrangements and clerking arrangements for 2026-2027 Governors approved the use of Cheshire East clerking for their FGB meetings only in 2026-2027. Action: To notify Cheshire East that SAF wishes to continue to purchase the FGB-only clerking service level agreement	Clerk
11	Director's Report A copy of the Spring 2026 Director's Report had been shared with Governors prior to the meeting. The Clerk guided Governors through the following points: - The SEND Reform publications to be read – discussed. - The DfE changes to Restrictive Interventions and Reasonable Force to be read. - Schools having a holistic approach to a climate action plan. - The importance of teaching a broad curriculum including Art, Music, Drama and Dance. - There is new guidance for dogs in school. - There is new guidance for care-experiencing children.	

	• The importance of monitoring wellbeing – discussed. • The importance of Governor training to develop effectiveness. • To consider how schools can embed career-related learning • Familiarity with the 2010 Equality Act • A national framework of employment rights for support staff regarding pay and conditions from 2027-2028 • DfE counter fraud guidance • Guidance for care-experiencing children • Staff wellbeing, trends in complaints and safeguarding risks • DfE Complaint Guides for schools and parents available • The importance of registering your defibrillator • New Support staff capability policy and procedure • New appraisal guide for support staff • New dismissal process • A guide to neurodiversity in the workplace • Use of mobile phones and • The DfE consultation regarding social media	
12	Governor development and training The Clerk demonstrated how Governors should complete their effectiveness audit on Governor Hub. The aim is to complete the elements of the audit in Summer Term 2. Action.	
13	School Policies No policies were listed on the agenda for approval. Governors were advised that there is a policy folder on SharePoint for each FGB for them to review. The Aims and Achievement Committee had reviewed the following policies: • Admissions • Attendance • Assessment • Behaviour and Anti-Bullying • Complaints Q: Is this policy adapted from the DfE Model Policy? A: It is. Governors were informed that the School Charter will be distributed in the Summer Term 2026. It is a Cheshire East joint expectation of how school, parents and pupils work together.	

	Governors ratified the policies listed above. Other policies listed in the folder include: • Pay Policy for School Support Staff 2026 • Pay Policy for Teachers 2025-2026 • Policy for Managing Serial and Unreasonable Complaints • School Charter 2026 • SEN Policy 2026	
14	Meetings Governors agreed the date of the Summer 2026 FGB meeting: Wednesday 17th June 2026 at 6pm in school.	
15	Any Other Business No additional business had been raised for discussion.	
16	School Vision Q: Do Governors support the school's vision? Governors agreed that they did.	

The meeting moved to the Part Two agenda.

The meeting ended at 8.23pm.

..... Chair

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