

## BEECROFT PRIMARY SCHOOL FULL GOVERNING BOARD MEETING

Minutes of the meeting held in school on Wednesday 12 November 2025 at 3:00pm

**PRESENT:** Pat Gradys (Chair) June Turner (Headteacher)  
Steven Campbell  
Stephanie Carter  
Steve Harris  
Joanne Hazelgrave  
Sarah Lord  
Sue Rushton  
Emma Stuart

**IN ATTENDANCE:** Kirsty Heald – Clerk, Governor Support Service

|      |                                                                                                                                                                                                                                                                         | ACTION |
|------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|
| 1.00 | <b>APOLOGIES FOR ABSENCE</b>                                                                                                                                                                                                                                            |        |
| 1.01 | Apologies had been received and accepted for Farah Hussain.                                                                                                                                                                                                             |        |
| 2.00 | <b>MEMBERSHIP MATTERS</b>                                                                                                                                                                                                                                               |        |
| 2.01 | The parent governor vacancy had been advertised, and submissions had to be received by the end of 17 November 2025.                                                                                                                                                     |        |
| 2.02 | There were no other membership matters.                                                                                                                                                                                                                                 |        |
| 3.00 | <b>DECLARATION AND REGISTER OF INTERESTS</b>                                                                                                                                                                                                                            |        |
| 3.01 | The completed and signed document had been submitted by all governors in advance of the meeting.                                                                                                                                                                        |        |
| 4.00 | <b>ELECT A CHAIR AND VICE CHAIR AND AGREE TERMS OF OFFICE</b>                                                                                                                                                                                                           |        |
| 4.01 | No elections were required – Pat Gradys had been elected as the Chair and Joanne Hazelgrave had been elected as the Vice Chair until the first meeting of the 2026 – 2027 academic year. The election had taken place at the 19 March 2025 full governing body meeting. |        |
| 5.00 | <b>CONFIRMATION OF CODE OF CONDUCT</b>                                                                                                                                                                                                                                  |        |
| 5.01 | The signed document had been submitted by all governors in advance of the meeting.                                                                                                                                                                                      |        |
| 6.00 | <b>AGREE METHODS FOR PARTICIPATION IN MEETINGS</b>                                                                                                                                                                                                                      |        |
| 6.01 | It was agreed that methods for participation in meetings would remain the same for the 2025 – 2026 academic year as it had been for the 2024 – 2025 academic year.                                                                                                      |        |
| 6.02 | <b>Resolved</b><br>that full governing board and committee meetings would take place face to face wherever possible.                                                                                                                                                    |        |
| 6.03 | <b>Resolved</b><br>If there were exceptional circumstances and it was not possible to hold face to face meetings, virtual participation would be permitted.                                                                                                             |        |

Children Looked After (CLA) – Pat Gradys  
 Early reading – Joanne Hazelgrave  
 PE and Sports premium – Sue Rushton  
 Pupil Premium – Sue Rushton  
 Health and Safety – John Liversedge  
 Wellbeing – Sarah Lord / Pat Gradys  
 SEND – Sarah Lord  
 Safeguarding – Pat Gradys  
 Policy monitoring – all governors  
 Complaints – in the first instance they would be the responsibility of the full governing body Chair.  
 Complaint support governors - Sarah Lord / Sue Rushton / Pat Gradys / John Liversedge

**10.00 DELEGATED AUTHORITY FOR FINANCIAL TRANSACTIONS**

**10.01 Resolved:**

That authority be delegated to the Head teacher to vire sums of up to £15,000 and to enter into contracts up to the value of £15,000

**10.02 Resolved**

That signatories for authorisation of orders and invoices be approved as follows:

Certification of Orders on Budgets 56203, 10203, 10384 -

J Turner, S Campbell, P Gradys, N. Brown

Certificate of Invoices (including purchase cards) on budgets 56203,

10203, 10384 - N Brown, J Turner, S. Campbell, L Hargreave Baily

School Fund signatories: J Turner and E Craven

10.03 The budget review virement form had been reviewed and approved by the Resources committee as required and the minutes of the meeting provided to all governors.

**11.00 ARRANGEMENTS FOR THE APPRAISAL OF THE HEADTEACHER**

11.01 The Headteacher's appraisal had been completed on 11 November 2025 by Steve Harris, Sarah Lord and Pat Gradys.

11.02 All targets from the 2024 – 2025 academic year had been met and targets for the 2025 – 2026 academic year had been set, with details provided in the Headteacher's report.

**12.00 MINUTES OF THE LAST MEETING**

**12.01 Resolved**

That the minutes of the last meeting were agreed as a true record and the Chair was authorised to sign them.

**13.00 REVIEW ACTIONS AND MATTERS ARISING**

13.01 **(Item 2.01: 18 June 2025)** – parent governor vacancy update agenda item. The item had been actioned.

13.02 **(Item 4.14: 18 June 2025)** – Headteacher performance management scheduling and completion. The item had been actioned.

13.03

- 14.07 The Headteacher advised that the school's expectations were high and the same for every single pupil, regardless of any external factors.
- 14.08 Key Stage Two SATs (twenty-one girls / eighteen boys)  
Reading/Writing/Maths combined – 85% (ARE) / 33% (GD)  
Reading – 90% (ARE) / 62% (GD)  
Writing – 95% (ARE) / 51% (GD)  
Maths- 92% (ARE) / 51% (GD)
- 14.09 The Headteacher advised that further investigation regarding specific pupil groups could take place if/as required.
- 14.10 Outcomes from a gender perspective were comparable overall, with no major difference and nothing indicating further investigation was required.
- 14.11 The main difficulty in relation to outcomes linked to extended periods of leave and patterns of absence from Reception through to Year Six. The Headteacher advised that some families had engaged fully with the school and worked to improve the attendance of their child(ren) but there were multiple families that were not engaging as required and those were the pupils who were not achieving as required.
- 14.12 Governors were advised that the school's increased percentage of EAL pupils did impact pupil understanding in some areas – something that the school had worked hard to support and address to minimise the impact on outcomes.
- 14.13 Pupils were taught as needed IN classrooms rather than outside of them wherever possible in relation to SEN.
- 14.14 The school's outcomes linked to the aspirational expectations it had for its pupils and their families. The school's mission was to give all children every chance to do well and to maximise them having access as many life choices as possible, wherever possible.
- 14.15 Positive feedback from parents of pupils who had recently completed the transition to high school process had been received about the teaching and support they had received when they had been pupils at Beecroft and how that had helped prepare them for high school.
- 14.16 The school was in the top twenty percent of schools nationally in relation to its reading/writing/maths combined data. The information had been provided in the Headteacher's report.
- 14.17 Whole school attendance for the 2024 – 2025 academic year had been 96.6% - a figure that had been higher than the local figure.
- 14.18 The Headteacher advised that they would like the figure to be 98% and work would take place to increase the attendance data accordingly. Improving attendance was an area of focus for the Local Authority.
- 14.19

- 15.04 The Headteacher advised that governors would be required to vote for one of two options:
1. That the Headteacher post would be advertised internally and open for anyone in school to apply for
  2. That the Headteacher post would be advertised externally and would need to be a national advertisement
- 15.05 Governors discussed both voting options and the content of the provided documents in detail. There was also opportunity for all governors to ask any questions and for those questions to be answered.
- 15.06 **Resolved**  
That a majority governor vote agreed that the Headteacher post would be advertised internally.
- 16.00**
- 16.01 **STRATEGIC PLANNING (SEF and SIP)**  
Information about the content of the SEF and the SIP had been included in both the Headteacher's report and the succession planning documents that had been circulated to all governors in advance of the meeting.
- 16.02 The school's SIP priorities for the 2025 – 2026 academic year were detailed:  
Consistency across the school (fundamental principles)  
Language and vocabulary in all subjects  
Reading  
Mathematics (particularly language of problems and reasoning)  
Succession Business Plan
- 16.03 There were no governor questions about strategic planning.
- 17.00**
- 17.01 **QUESTIONS ABOUT THE HEADTEACHER'S REPORT**  
The Headteacher's report had been circulated to all governors in advance of the meeting.
- 17.02 The Headteacher advised that the school's budget was positive and that the succession model supported the staffing structure and associated costs.
- 17.03 Governor monitoring visits to be completed before the 25 March 2026 full governing body meeting  
School Council – John Liversedge.  
PE - Sue Rushton  
Early Years reading - Joanne Hazelgrave  
SEN - Sarah Lord  
Safeguarding – Pat Gradys (already completed as required)
- 18.00**
- 18.01 **COMMITTEE REPORTS**  
It was confirmed that all committee statutory requirements had been actioned.

JL  
SR  
JH  
SL

**23.00**

23.01

**ANY OTHER URGENT BUSINESS**

The clerk provided details of the staffing related statutory obligations letter that had been circulated to schools by the Local Authority HR team.

23.02

The school's Science lead requested a governor to monitor science moving forward. The Headteacher advised that the request would be actioned outside of the meeting.

**24.00**

24.01

**DATE AND TIME OF NEXT MEETING**

Wednesday 25 March 2026 at 3:00pm.

24.02

The meeting finished at 16:45pm.

Chair's signature:



Date:

25/3/26.

HT / All