

HOLY TRINITY CE PRIMARY SCHOOL SUNNINGDALE
STANDARDS, ACHIEVEMENTS AND CURRICULUM COMMITTEE

Minutes from meeting held on 14 October 2025 at 9.30 am in person

Present: Mr R Abbott, Mr T Fettes (Chair), Mr D Gingell, Mrs J Griffith, Mrs J Steel

In Attendance: Ms L Walker, Mrs C Elsasser (Clerk)

Key	
Support	To support decisions and enquiries, staff welfare, sharing and clarification of key information, training
Operational	Action towards improvement, impact and success, monitoring
Strategic	Long and short term school development, staff welfare, improving pupil outcomes and welfare requirements,
Challenge	To hold the Head to account for SDIP progress, financial decisions, learning and teaching, pupil outcomes

	1580/25s Welcome and Apologies for Absence Mr Fettes welcomed Governors to the meeting, in particular to Ms Walker the recently elected parent governor.
	1581/25s Declaration of Business Interests None declared.
	1582/25s Minutes from Previous Meeting <i>The minutes</i> from the last meeting held on 24 June 2025 had been distributed with the agenda. These were agreed as a true record of the meeting and would be signed.
	1583/25s Matters Arising <i>A table listing a summary of the matters arising and status of action points</i> had been distributed with the agenda, and Mr Fettes noted that the only outstanding matter was the report of his Science visit. Action: TF to submit report of Science visit
	Mrs Griffith noted that Mrs Boaler, who had left the Board at the end of term still needed to provide visit report and SCR check. Action: JG follow up with Mrs Boaler re Safeguarding visit report
	Mrs Steel noted that Mrs Boaler had been the wellbeing Governor and following discussion with Mrs Griffith it had been agreed that a single Governor would not be appointed into this role, but instead staff would be made aware that they could approach any of the Governors to raise wellbeing issues.
	1584/25s Outcomes for Pupils a) Data Analysis Six papers (<i>Class target tracker 2025-26, Fisher Family Trust KS2 2025 Summary Dashboard, Reading results from NTS Assessments with National comparisons, Maths results from NTS Assessments with National comparisons, SDP 2025-26 and SEND in a Nutshell</i>) had been circulated with the agenda.

	i) Fisher Family Trust Data for groups of pupils (SEND, Disadvantaged) Mrs Griffith noted that the data presented related to the cohort that had just left the school. Discussion of the data took place, noting that there were no surprises that greater depth writing was a weakness, and it was noted that this was being addressed in the SDP. The progress of disadvantaged pupils was also discussed.
	ii) Class Targets It was noted that the aim was for each class was to achieve at least 10% in greater depth writing. As a result Mrs Griffith reported that all classes would be provided with more opportunities to explore greater depth writing. It was noted that as there was now no end of KS1 statutory testing and writing was assessed in house by the school then moderation with local and LA schools of these assessments would be sought in case they were being too strict in their judgements.
	It was noted that Year 6 maths, grammar and punctuation were always strong however there were currently limited opportunities to write creatively and independently.
	iii) Y1 Baseline Data Mrs Griffith reported that scores were produced for 17 areas across the Early Years Foundation Stage with a 'met' or 'not met' judgement. She reported that in this cohort many had not met the PSE development areas and overall only 60% were on track across the board.
	It was noted that this was a boy heavy year and initially there would be targeted activities with particular focus on phonics and hand writing. A TA would work alongside the class teacher and the class would be tracked carefully.
	Mrs Griffith noted that volunteer readers were required for this class.
	b) Actions/priorities going forward
	i) SEND in a Nutshell Mrs Griffith highlighted the paper.
	ii) Reading and Maths Assessment Results Mrs Griffith noted that the two circulated papers compared the end of year tests for years 3, 4 and 5 with the national averages. She noted that this information was useful to flag up any potential areas needing attention and enabled progress to be tracked.
	The make up of the current class 5 cohort was discussed noting that there had been much movement over the years.
	Mr Fettes thanked Mrs Griffith for the informative deep dive into the data the outline of plans for Year 1 and the focus on greater depth writing.
	1585/25s Attachment Aware Schools Silver Award plan Mrs Griffith noted that the plan was to roll the Attachment Aware work out to parents to ensure consistent language was used at home and in school. A talk was to be arranged for parents from an Educational Psychologist and information was also being provided on the school website. She noted that staff had found the approaches adopted were particularly helpful when dealing with the many high need children within the school.
	1586/25s Behaviour Mrs Griffith reported that this year's Reception cohort appeared to be much better with regard to emotional regulation than the previous year's cohort. The buddy system provided effective positive reinforcement. The 4 'Be' rules were known across the school.

	She reported that no further issues had been noted with the current Year 6, which had had behaviour issues whilst in Year 5, they continued to be monitored very closely, especially on the football pitch. She noted that there was currently a vacancy in this class.
	1587/25s Attendance Mrs Griffith noted that despite Charters School having a two week half term there had been no requests for absence as yet. It was reported that attendance at the end of last year had been 96.4%, which was above the national level.
	She noted that two families had received fixed penalty notices from the Borough last year. Overall there were no concerns about attendance.
	1588/25s Effectiveness of Leadership and Management a) SIAMS / Collective Worship Mrs Griffith noted that the SIAMS inspection was expected imminently. Governors were invited to join the school any day for collective worship at 10.15 am and she noted that a Governor Visit form had been created specifically for feedback on this and was available on the website for Governor's use. SIAMS SEF shared previously at full Governor meeting in September.
	b) Governor Visits Visits were discussed.
	c) Governor Training Training available was noted.
	d) Staff Well-being Mrs Griffith noted that teacher appraisals were underway, she reported that the two new teachers had settled in well. Staff attendance was good, however one TA had suffered a nasty accident breaking her hip and recovery would be long term.
	e) Feedback from last F&R Committee Feedback to SACC from the last F&R Committee held on 3 July had been included on page 2 of the agenda.
	f) Triangulation back to F&RC SACC noted that since the last meeting all the training needs (early years and paediatric first aid) had now been met and the shortfall between the ECHP award and the need for a full-time TA would be resolved as this child had been awarded an external placement, however this would not be able to be taken up until a transport route had been agreed. SACC asked F&RC to factor into the school budget the possible costs associated with complying with Martyn's Law legislation which would relate to school lockdown training and any necessary site adaptations.
	1589/25s Safeguarding, Child Protection and Prevent Mrs Griffith noted there were no incidents to report.
	She noted one child was on a Child in Need plan.
	She also reported that Mr Gingell had conducted a Governor safeguarding visit and staff had completed training on safeguarding as well as online safety and cyber protection.
	1590/25s Health and Safety It was noted that there were no current issues. The trees had now been attended to.

	1591/25s Policies a) Three policies had been circulated on the Committee with the agenda: • SEND • SEN Information Report • Forest School Policy
	It was noted that no comments had been raised, these policies would therefore be presented to Full Governing Board for ratification at their next meeting.
	1592/25s Impacts as a result of this meeting • Welcomed new Governor • Data reviewed • Cohorts discussed • Prepared for SIAMS inspection • Training needs reviewed • Behaviour reviewed • Attendance discussed • Attachment Awareness activities discussed • Impact of SEND on resources considered • Potential lockdown procedures discussed • 3 policies agreed • Staff well-being discussed
	1593/25s Any Other Business No matters were raised.
	1584/25s Date of Next Meeting Tuesday 3 February 2026 at 9.30 am
	<i>Meeting concluded at 11.45</i>