



Gildredge House

Extraordinary Governors Meeting - Minutes

Meeting Date: Tuesday 28th April 2026

Meeting Venue: Teams

Meeting Time: 5:30pm

Governors: Richard Thornhill, *(RT)*, Chair
Julian Mace, *(JM)*, Vice Chair
Len Callnon, *(LC)*
Eddie Erasmus, *(EE)*
Lucy Haggis, *(LH)*
Nicoleta Uzorka Ion, *(NUI)*
Gabrielle Mace, *(GM)*
Lea Owen, *(LO)*
Jonathan Searle, *(JSe)*
Joyce Swann, *(JSw)*
Martyn Ashley Taylor, *(MT)*

Ex officio: Craig Bull, *(CBu)*, Executive Head Teacher

Also in attendance: Vickie Jenkins, *(HOS)*, Head of Secondary
Helen Punter-Bruce, *(HOP)*, Head of Primary

Clerk to Governors: Rif Aslam *(RA)*

Apologies: K Paradas *(KP)*

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Item	Discussion	Action
1.	Welcome and apologies for absence - Chair welcomed Governors & SLT to this online meeting via Teams. - Chair accepted apologies for absence from KP.	
2.	Declarations of Interests There were no declarations of interest made.	
3.	Chair outlined procedure for meeting then invited EHT to speak. EHT thanked everyone for attending EGM. Meeting required to ensure that plans can be implemented in time for the new academic year, if approved. Heads of School will lead presentations. Aim is to strengthen quality of provision for our students. Each case responds to our SDP, Ofsted framework, DfE White Paper. Focus is to strengthen our Pastoral systems, approach to Inclusion and match our structures to our ambition. Primary Inclusion Strategy and Restructure Proposal Referring to paper HOP explained that this has come from strategic point of view and sustainable point of view by looking at finance and best practice. We currently have a high level of complex needs supported by high level of staffing which is not sustainable. We have looked at the current model and how to change it through Inclusion lens. She highlighted 2 roles not needed in future structure. Aim to reallocate staff into roles supporting more students. The current 2 roles not particularly utilised. Propose to delete 2 roles by moving one into part time Forest School Practitioner role and the other more into a TA and cover role. HOP pointed out Finances highlighted in pages 3-4. Pay protection for 1 year. Small saving after this. Real saving will be in 3.5 fixed term TA roles decreasing to 2. Vision is to have an Inclusion Practitioner working closely with AHP-PSEN to oversee all Inclusion and high level class intervention. This structure can be done in statutory timeline. 2 staff will be eligible to apply for the new roles. HOP outlined benefits of new structure. EHT added that this is not about losing people but reallocating roles. This a new approach to Sunrise and Sunset Rooms. This is about adaptive teaching in the classroom but still a recognition that some students need extra support. Fixed term numbers are not being deleted just not renewing contracts. He EHT highlighted scenario where there could be a risk to redundancy and the figures involved. However, this restructure could happen without needing to go down formal route. Chair thanked HOP for paper and invited Lead Governor SEND (Primary) to comment. <u>LGSEND(P) agreed</u> that it was good to make these changes in consolidating 2 roles. <u>LGSEND(P) expressed</u> concern about fundamental change in SEND delivery around the most complex and vulnerable young people. <u>LGSEND(P) asked</u> how confident are we that we can meet complex needs in new structure? Can some modelling be done around that? <u>LGSEND(P) questioned</u> what the mitigation if it doesn't work out. How will we measure that it works? <u>LGSEND(P) enquired</u> if this is this good for long term or are we just reacting to current situation? Chair invited Lead Governor SEND (Secondary) to comment <u>LGSEND(S) commended</u> the alignment of salaries with those of TA salaries. <u>LGSEND(S) highlighted</u> move away from staffed Sunrise and Sunset Rooms to an Inclusion Hub where students will be only spending short periods. Will this be sufficient to meet current needs? <u>LGSEND(S) asked</u> if Inclusion Practitioner will lead provision in Inclusion Hub and who else will staff the Hub.	

	HOP addressed LGSEND(P) questions first. Currently we have 3 students (one in each Years 2,4, 5) deemed special school appropriate, but they are all full. They are likely to be with us for a few years. We do get some funding for them and currently we employ 1:1 agency support. They're out of class and not engaging in peer communication. With new model we are protecting their funding bespoke to them rather than employing a member of staff for them with their funding. New role of Inclusion Practitioner (working alongside AHP- SENP) will oversee provision for these students. There may be some children who can be in class for some subjects but can't maintain their attention for long periods. They can then be moved to a central room (with a sensory space) staffed by 2 TA's. Track progress of students through internal systems in place already. Future proofing is hard. High level of need coming through yearly. We have robust transitions in place already, recognised by Ofsted. We have a Downs Syndrome student starting in September with a funded ECHP. That transition has already started. Upskilling TA's who now have lots of 1:1 work. They now need knowledge about how to regulate and understand behaviour. Governor asked where is the training budget and for how long? HOP advised we have the central CPD budget for general training. We can also use High Needs top funding attached to child's ECHP. Governor highlighted need to be aware that if someone takes on the role they may drop out after trial period. HOP confirmed awareness. Governor expressed pleasure in seeing move away from kids out of classroom to into classroom. Governor enquired if there was a TA in every classroom. HOP advised every class has a TA in the morning. In the afternoon, Early Years, Years 1 & 2 have a TA each. Key Stage 2 have a shared TA responsible for catch up interventions and in class support. We are ahead of local schools in having the space, staff and training in place. Governor asked who TA's report to? HOP advised class teachers are line managers. Next year looking at it being the Inclusion Practitioner and AHP-SEN. Chair questioned if practice in Primary sufficiently robust to deliver the adaptive teaching these children need and are TA's able to do this? HOP advised that current Year 2 & 5 cohort have a lot of additional needs and it does take a certain skills and experience to manage 30 children overall. Expect every teacher to teach 30 children, regardless of need. Up to us to ensure they have the support in place. Chair sought assurance that we have capacity to put through our vision. HOP confirmed we have the capacity. EHT explained that he is asking governors to be agree that initial conversations in process can begin. Governor requested organisation chart of new structure. HOP agreed to provide this. Governor asked who is involved in consultation process. EHT advised 2 staff members. Governors approved move to begin consultation.	HOP
4.	Secondary Health and Wellbeing Strategy and Restructure Proposal - EHT confirmed reasons for this proposal have already been outlined at the beginning of Item 3. He reminded governors about the safeguarding discussions during the December FGB followed by the commitment to fund an extra half day for Place2Be until the end of the academic year. Referring to paper HOS, explained this was a whole school design for health and pastoral. Premise is to strengthen wellbeing, safeguarding, inclusion, behaviour, attendance and outcomes. 2 Key areas are:- - Restructured pastoral model separating behaviour & inclusion from academic progress. - Tiered Mental Health & Wellbeing model with a new member of staff to address Health Needs. Prioritising early intervention, specialist expertise and strategic oversight. Presently Health & Wellbeing responsibility dispersed over many teams. Role of Health Lead will provide strategic oversight mental and physical health across the school.	

	HOS highlighted organisational model on page 5 with 3 pillars. ○ Tiered Mental Health & Pastoral Support ○ Health Leadership ○ Pastoral Leadership Restructure Health section will incorporate a Health Lead, First Aid, a School Counsellor (for 2 days and lose Place2Be). The latter is a buy in service. SEMH mentoring (2 days) working with students and parents and deliver assemblies. Continue with ELSA. This is very much about triaging. Health Lead will work with all the external providers/agencies that come into school. They will take some of the load off our Pastoral Team who are currently occupied with a lot of mental health issues. Pastoral Coordinator will be looking at transitions. Heads of Year currently spending days being reactive, looking at behaviour issues. Their role is meant to be Inclusion as well as academic and progress driven. Plan:- ○ Head Year 7 – stay the same as it's a transition role from Year 6 to 7. ○ KS3 & KS4 – split the 4 roles equally to focus on either ▪ Behaviour & Inclusion ▪ Progress Lead Funding will be cost neutral but save some money. Money will come from a pastoral coordinator resignation, discontinuing with Place2Be, Assistant Head of Year resignation and KS4 Mental Health Leadership Allowance. Chair invited Lead Governor Safeguarding to comment. LGSafeguarding commented that this is well thought out and planned. People will have clearly defined roles instead of scatter gun approach. Heads of Year jobs become more manageable. More students will have their needs met. It's a reorganisation with much more clarity. Governor asked about the percentage that workload is made up of Behaviour & Inclusion rather than Progress. HOS advised that percentage higher in Behaviour & Inclusion. Governor queried whether there are currently people matching skill set of roles on chart. HOS confirmed yes. Governor noted job descriptions require a lot of pastoral support and could blur job roles. HOS advised job descriptions are currently an area of concern. Restructuring will allow job descriptions to be clearer. Governor asked who Progress Leads will report to. HOS advised that they report to DH-QE. Behaviour & Inclusion will report to DH-B&S. Governor queried if Place2Be will be replaced in Primary too? HOS advised yes. It's a whole school plan and will be the same for both phases. Governor questioned whether the £34K Place2Be cost (only approved to end of academic year) is now a request to approve a permanent £17K additional annual cost moving forward? EHT confirmed it was. VC asked if school would look for health care professional to fill the role of Health Lead. HOS advised that a background in health would be good, but we want someone who is able to work with external agencies and understand how we need to work together to triage. LGSafeguarding remarked that it looks as if everything has been thought through. This looks like we are rearranging to have a better impact on the lives of our students. LGSsafeguarding offered services in recruitment of Health Lead. LGSEND(P) questioned where the accountability will lie when responsibility for Behaviour, Wellbeing and Progress is split into different roles in a situation where a student is struggling with all 3 aspects. HOS advised that it will lie with the Deputies. They will be based in the same office and have the opportunity to engage. LGSEND(P) commented that with Place2Be going we should have insight into how that will impact early intervention/prevention. HOS advised we will have dedicated person who knows children allowing us to intervene earlier. This is about us being able to triage quicker and react quicker. Governor thanked SLT for work done and offered his services in appointing Health Lead.	
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	<u>Governors approved proposal.</u> Chair thanked everyone for quality of debate. Chair asked EHT to consider all the questions as you are going through the process.	
5.	Items not already on the agenda Chair confirmed there were none.	
6.	Any other urgent business There was none.	
7.	Confirmation of future Governor Meeting Dates for 2025/2026 FULL GOVERNING BOARD: 2nd July 2026 EDUCATION COMMITTEE: 14th May 2026 ENTERPRISE COMMITTEE: 11th June 2026	
	Meeting Closed Chair thanked governors & SLT and closed the meeting at 18:38 hrs.	