



GLEBE PRIMARY SCHOOL

Minutes of the Full Governing Body Meeting Glebe Primary School, Sussex Road, Ickenham 21st May 2026 – 18:30pm

Mr J Buckingham (Chair)
Mrs P Swindells (Vice Chair)

Mrs M Penney (ex-officio)
Miss J Brown
Mrs J Campbell *
Ms L Heyes *
Miss J Griffiths
Mr L Vandorpe

Mr P Niznik
Miss H Imane
Mr S Youens
Mr T Sheldon *
Mr M Crane
Mrs Ramdoyal Ray
Mrs D Georgiou

* Denotes apologies received ^ Denotes associate member
+ Denotes member absent ~ Denotes member late

		Action
4341	Apologies and Welcome Jennifer Campbell, Louise Heyes, Toby Sheldon Resignation from Maria Penny	Chair
4342	Single Central Register Checked and signed by Chair	Chair
4343	Approval of minutes from the last meeting Minutes from previous meeting approved and signed	Chair/Clerk
4344	Matters Arising None	
4345	Matters for AOB Year 6 residential for 2027	Chair/Clerk
4346	Head Teacher's Report – distributed via email prior to meeting. <u>Complaint</u> MP updated governors regarding a recent complaint connected to an incident occurring during after-school club provision operated by PSD and clarified the following: • PSD operates independently from the school. • PSD holds responsibility for its own staffing, safeguarding procedures, and complaints handling. • The Local Authority confirmed that complaints relating to PSD should be handled through PSD's own complaints procedures. Governors discussed the importance of third-party providers maintaining clear and published complaints procedures. It was suggested that PSD should review and strengthen its formal complaints processes to ensure clarity for parents. Governors commended MP for handling a highly emotive and challenging situation calmly and professionally. The parents were satisfied with the outcome. <u>School Survey</u> At the curriculum and policy meeting the Governors met with the Senior Leadership team. They were very happy with the outcome of the survey. The	MP

Senior Leadership team's doors are open to all members of staff to come and see them at any time.

Pupil Suspension

MP informed the governors of a recent suspension involving a pupil displaying significant emotional dysregulation and the ongoing progress and strategies put in place.

JG explained that several staff are Team Teach trained and that de-escalation strategies are embedded across the school. Staff training includes:

Reduced language techniques
Non-confrontational body positioning
Emotional regulation approaches
Active de-escalation strategies

Governors praised staff professionalism and recognised the increasing complexity of pupil needs.

4347

Finance Report

We have just been informed that the sports premium is going to be stopped and we have not received notification of any replacement. That's £20,000 a year.

A big thank you to both Mel and Rona for producing the budget and the work that they have done.

We are looking at possible saving measures in the longer term to help with the budget.

Governors discussed proposed changes to cleaning staff structures as part of wider financial efficiencies.

The proposal included:

Adjusting working patterns
Introducing mixed term-time and all-year contracts
Reallocating cleaning responsibilities
Improving daytime cleaning coverage in office areas

We have looked at where we have a capacity to try and save some money and one of the areas, we can save are the hours and working weeks of the cleaning team.

We are putting out a consultation to our cleaning staff; to unions and SchoolsHR.

We have worked out that the cleaners' hours can be completed to the current standard in 65 hours per week; they were currently on 87.5 hours per week over 44 weeks per year.

Tom and Sarah work 52 weeks per year and they are here during holidays.

We are proposing that we have five cleaners; two are going to be at 12.5 hours per week for 44 weeks per year to help Tom and Sarah deep clean during school holidays.

We will also have two other roles at 12.5 hours per week for 39 weeks per year. We are then going to have one at 7.5 hours per week for 39 weeks per year and one can take on additional hours at 7.5 hours per week for the morning shift to clean Executive Offices.

Cleaners will then be able to opt for any of the options above.

Chair/JB

	We've had some cleaners that had verbal agreements with Tom and some cleaners were coming in at 5 o'clock in the morning, the difficulty with that is that it is lone working and Insurance doesn't cover it. We have had a risk assessment done by Adeptify given reasons as to why they can't work outside of the 7am start or past 7pm in the evening. If we have more people apply for a specific role, then we will have to go for an interview process and possible redundancies. It is approximately £20,000 saving. Governors discussed the operational rationale and acknowledged the financial necessity of the proposals. Finance committee have recommended the budget to the full governing body. The minutes were distributed and the full governing body have signed off the budget.	
4348	Working Parties Curriculum policy - Reece Mitchell takes small groups of children out and shows techniques through play activities as structured play. The impact he has made is incredible. Reece works for PSD and he mentors children who do not have success academically. They are responding to him well. Our boys football team got through to Wolverhampton but lost in the semi-final on penalties.	Chair
4349	Governor Training Mathew has completed the following training: Safeguarding Navigating Complex and AI driven Complaints Understanding School Performance Data for governors Governance essentials course. Matthew and Patricia also completed the Ofsted framework - course slides will be available to all Governors. We have a Safeguarding Training Day on the 2nd of September and we will be looking at self-evaluation. It will be joint for staff and Governors. We will be looking at some Ofsted training as well. PS has completed 2 Learning Walks.	Chair
4350	Sub committees The Finance Committee had met since the previous full governing body meeting.	Chair
4351	Link Governors None	Chair
4352	Adopted Governors None	Chair
4353	Any Other Business Year 6 Residential Governors considered the statutory approval request for the Year 6 residential trip. JG Confirmed - The proposed venue remains Condover Hall in Shropshire. - The venue offers strong safeguarding, staffing, and activity provision.	MP

- Costs remain broadly in line with previous years due to revised Sunday-Wednesday scheduling.

Governors discussed:

- Safety standards
- Staffing ratios
- Water sports and outdoor learning opportunities
- Support for disadvantaged pupils
- Emotional barriers preventing some pupils from attending

It was reassured that:

- No child is prevented from attending due to financial hardship.
- Financial support is available where required.
- Alternative enrichment activities are provided for non-attendees.

Price of Condoover Hall this year is £390 Exc VAT

Next year is £399 Exc VAT

<https://www.jca-adventure.co.uk/activity-centres/condover-hall/>

Governors approved the Year 6 residential visit.

Date of 2026-2027 meetings will be distributed with the next agenda in July.

A reminder that all the committees are open to all Governor to attend.

Dates for Future Meetings

Finance

29th June 2026

Full Governors

2nd July 2026

Meeting closed at 7.35pm

I agree that this is a true and accurate record of the meeting dated above:

Signature:

(Chair of Governors)



Date:

2/7/26