



Learning together; learning for life

Agenda Item	Action Summary Table 18th November 2025	Responsible
4	<i>Sign minutes via Governor Hub</i>	Chair
6	<i>Complete effectiveness and confirmations via Governor Hub once multi-factor authentication is set up</i>	Emily
6	<i>Send National College training links to all governors</i>	Clerk
8	<i>Review with the Trust whether parent issues should be recorded on CPOMS</i>	HT
8	<i>Ask the CEO whether there can be additional information relating to the number of safeguarding issues to compare how the school benchmarks against other local schools</i>	HT
10	<i>Provide tracked changes for future policy reviews so governors can see where amendments have been made</i>	HT
12	<i>Review the IDSR and how children's vulnerabilities are identified within the school at the next meeting</i>	Clerk (agenda)
12	<i>June meeting to review support for vulnerable groups within the school</i>	Clerk (agenda)
14	<i>Book safeguarding visit</i>	Emily



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CHERRY TREE SCHOOL SCHOOLGOVERNING COMMITTEE MEETING 18th November 2025 at 6pm at the school

Name	Governor Type	17 th September 2025	18 th November 2025		
Josie Adams	Staff (Support) governor	Attended	Attended		
Adem Baysal	Parent governor	Attended	Attended		
Sandra Child (chair)	Co-opted governor	Attended	Attended		
Emma Lad (Clerk)	Clerk	Attended	Attended		
Carmel Old	Co-opted governor	Apologies	Apologies		
Walaa Mohran	Co-opted governor	Attended	Attended		
Emily Sheppard	Parent governor	Attended	Attended		
Cheska Tyler (HT)	Headteacher	Attended	Attended		
Marie Vankova (SBM)	SBM	Attended	Attended		
Samra Malhotra	Prospective governor		Attended		

Governor (G) challenge is highlighted in yellow

Governor actions are highlighted in italics

Please see Appendix A: Discussion from Governor Hub ahead of the meeting

Meeting started 6.04pm

		Action
1.	<p>Welcome, apologies and consent</p> <p>The meeting was quorate. Carmel sent apologies.</p> <p>Samra was welcomed to the meeting as the new staff governor. The governors all introduced themselves.</p> <p>Emily was thanked for her presentation to year one today on being a midwife.</p>	



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2.	<p>Notification of any other business</p> <p>There was no notification of any other business.</p>	
3.	<p>Conflict of interest with agenda items to be declared</p> <p>There were no conflicts of interest declared.</p>	
4.	<p><u>Minutes of the last meeting for approval and matters arising</u></p> <p><i>The minutes were approved as an accurate record of the meeting and will be signed by the chair via Governor Hub.</i></p> <p>The matters arising are all completed or agenda items see appendix B</p>	
5.	<p>Communication from the Trust</p> <ul style="list-style-type: none"> • Trustees' minutes 	
6.	<p>Chairs update</p> <p>a) Chairs update – next meeting. b) Governors' recruitment and induction</p> <p>c) Governor effectiveness, confirmations and training - to be completed by all governors</p> <p><i>Emily to complete effectiveness and confirmations once she has completed the MFA via Governor Hub.</i></p> <p><i>The skills audit results show really good experience across the board. The areas that most governors have requested training in are data analysis, pupil premium, finance and budgets, staff governor roles, and suspensions and exclusions. All of these have training courses available through National College.</i></p> <p>All statutory national college training updates for 2025/26 have been completed by governors.</p>	<p>Emily</p> <p>All governors</p>
7.	<p><u>Finance report</u> – sent via Governor Hub</p> <p>There were no questions on the finance report.</p>	
8.	<p><u>Headteacher report</u></p> <p>G: Re attendance, there does seem to be a drop off in attendance on Fridays across the whole school. Have you identified and particular reason for this?</p> <p>AHT: The different options considered were explained and the possibility of further awards for good attendance. The awards in place already support positive behaviour in the school.</p>	



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G: There were quite a few Fixed Penalty Notices issued in the first half term, do you think it will start to act as a deterrent to families?

AHT: It is a great deal of work for the administrators, and it is causing a divide between parents and the school. HCC also pushes complaints back to the school and say it is the HT's responsibility. The persistent absentees we have tried to be fined has been returned to the school. As a result, the school is working with those parents rather than fining.

G: Do you issue certificates for individual children?

AHT: No, because the school doesn't want to penalise children for being ill. The school does praise improved attendance. The school gives out medals and certificates for most improved attendance and attendance champions but doesn't specifically reward 100% attendance as this would minimise children who have caught sickness bugs through no fault of their own.

G: Do we know if it is a certain demographic?

AHT: The school is reviewing at present. There are lots of children who are unwell and so have a Friday off. There will always be illnesses in schools, and the school cannot stop that. It does tend to be the younger ones picking up all the bugs. There is more work to be completed around class rewards. The Children's Parliament have made some suggestions and been included in the process of recommendations.

G: I like the Knowledge Organisers, what a great way for the children to have key topic information to hand.

G: We talked about using the HSA to set expectations for parent behaviour in the school and playground. Do you think there is a need for something more specific re treating staff with respect?

HT: The home school agreement has been updated to include a request to respect all members of the school community.

The HT explained that the Trust code of conduct is being updated to reflect the need for parents/ carers to behave appropriately. The governors discussed how best to support the school. There is a log of incidents which can be utilised if there are issues with staff behaviour.

The HT will review with the Trust whether parent issues should be recorded on CPOMS, as this could talk to safeguarding issues for that child. For example, a parent behaving aggressively on site alongside other incidents with the child should all be logged in the same place to show the whole picture. This will also provide a history if issues continue into secondary school.

[External advisor report](#) – the HT explained a follow up review is taking place tomorrow to monitor the evaluation systems for children. There have been staff meetings and regular CPD to support staff.

HT



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	<p style="text-align: center;">HIP VISIT</p> <p>We had our first HIP visit in Autumn 1 where we discussed our children's attainment data, namely how low our GLD was.</p> <p>We have devised a new format to track and close small gaps quickly in children's learning. We have specifically placed interest in children without SEND or other vulnerabilities in line with previous governor questioning.</p> <p>We are holding new VIP meetings to discuss these with class teachers and will review regularly. We have already held one round of individual VIP meetings with teachers. These form part of our Class Context cycle. These meetings have been in-depth, thorough meetings about children who can be supported to reach the next stage in their learning.</p> <p>Joanna, our HIP, is coming in again next week to hold some of these 'VIP Meetings' with children and teachers.</p> <p>The report has been uploaded to Governor Hub and can be found in the documents section.</p> <p>H&S report to governors</p> <p>Safeguarding report</p> <p>There has been a rise in the number of safeguarding incidents, and this is adding to the workload for the team. There has been additional CPD as a result to support members of staff and ensure there is a consistent approach and clear understanding of the issues.</p> <p>The school had not previously had a notable amount of safeguarding cases compared to other schools, but there have been several new things since September that the school may not have come across in the past. This has added to the load, particularly for the safeguarding team. The school has a very large safeguarding team and works in pairs, which has been beneficial not just for the team but to help support less experienced members of staff.</p> <p><i>The CEO has been completing a review with HT's through his mentoring programme. The HT will ask whether there can be additional information relating to the number of safeguarding issues to see how the school compares to other local schools.</i></p> <p>Equality, Diversity and Inclusion</p> <p>The school continues to prioritise inclusion and ensure all children can thrive and flourish regardless of their background or needs. The strategies being developed for attendance and the support for vulnerable children demonstrate the school's commitment to ensuring every child can achieve their full potential.</p>	HT
9.	Stakeholder engagement	



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PUPIL SURVEY –SUMMER 2025

Strengths: top three results

- 93%** Inclusive bespoke
21) Does the headteacher and senior staff in your school do a good job?
- 93%** Behaviour & Safeguarding
17) Do you feel safe on your way to and from school?
- 92%** Behaviour & Safeguarding bespoke
19) Do adults in school help you understand how to stay safe online?

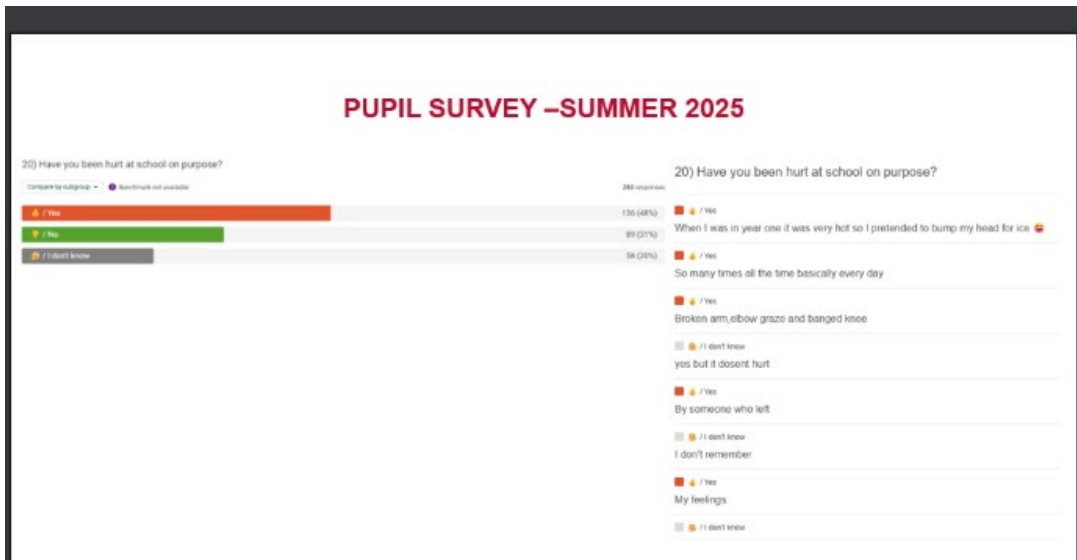
Weaknesses: bottom three results

- 42%** Learning and curriculum
7) How often do you find school difficult?
- 40%** Behaviour & Safeguarding bespoke
20) Have you been hurt at school on purpose?
- 29%** Learning and curriculum
8) How often do you read books outside of lessons?

7) How often do you find school difficult?

- Never**
They already "teach" me stuff I know
- Sometimes**
I find maths hard so much I just give up most of the time and I get angry
- Sometimes**
Going in yes but generally not often sometimes is my honest answer
- Sometimes**
Sometimes the lessons are hard

I have taken a small summary from the key points on our Pupil Survey to share with you.



The staff wellbeing survey has been distributed and will be reported at the next meeting.

**Clerk
(agenda)**

10. Policy tracker review and policies due

- a) [Trust policies approved](#) – refer to Every
- b) [School policies](#) – refer to Every

Behaviour	Sep 2026
Business Continuity Plan	Nov 2025
Collective Act of Worship	Nov 2025
Equality Statement including accessibility plan	To be uploaded to Every



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	<p>Health and Safety (Local) Policy</p> <p>Home Learning Policy</p> <p>Home School agreement</p> <p>Marking, Feedback and Presentation Policy</p>	<p style="background-color: yellow;">Nov 2025</p> <p style="background-color: green;">Jul 2026</p> <p style="background-color: red;">Jun 2025</p> <p style="background-color: red;">Jun 2025</p>	HT
<p>The business continuity plan, Collective worship, Feedback and marking, Health and safety and Home school agreement were approved for use by governors.</p> <p><i>Governors asked for tracked changes for future meetings so they can see where there have been amendments.</i></p>			
11.	<p>Risk register</p> <p>No new risks identified.</p>		
12.	<p>Training – discussed previously</p> <ul style="list-style-type: none"> • Governor training booked /to be booked/ completed with National College • New governor training • Ideas/requests for future sessions 		
13.	<p>Governor monitoring reports</p> <p>Workshops have been run by two governors. Sessions are booked for Sandra and she regularly visits the school. Adem will be coming in to review the OPAL provision. Safeguarding visit to be booked by Emily</p> <p>Christmas events 5th December - Santa Dash (Christmas hats) 12th December – Christmas jumper day 15th December – Early years nativity. 16th December – class performances 17th December – trip to the church. 18th December – Father Christmas, Christmas lunch and parties</p>		
14.	<p>Clerks update – distributed via Governor Hub</p> <p><u>Ofsted inspection framework update</u></p> <p>The Clerk provided an update on the significant changes to the Ofsted inspection framework. Key changes include:</p> <p>IDSR (Inspection Data Summary Report): This is now the key document that inspectors will be looking at. It shows trends over three years and is much more detailed than before. This will be what inspectors use to start with for their phone call with the school.</p>		



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Video calls: The initial phone call with the school is now on video, so inspectors can see if there are other people in the room. The school must declare everybody who is present.

Vulnerable children focus: When inspectors come in, they will be following six children looking at a day in their life. These will be children who have some vulnerability that affects their learning. The definition of vulnerability is very broad and includes pupil premium, SEND, English as an additional language, any protected characteristic, trauma, or anything else that could affect learning.

New grading system: There are now five grades across seven main areas (including achievement, inclusion, behaviour, safeguarding, early years, and personal development). The expectation is that schools start at the middle grade ('meets expectations') and inspectors look for evidence to move schools up or down from there. This is not a 'best fit' model - schools must meet everything in a grade to achieve it.

Language changes: Language previously used in 'outstanding' judgements is now being used in the middle 'meets expectations' grade, making it harder to achieve.

No overall grade: Schools will receive a judgement in each of the seven areas rather than one overall grade. Parents may look down the list and pick out individual grades.

Deep dives replaced: Deep dives are gone and replaced with case studies of vulnerable children.

Observation changes: Inspectors are not allowed to take notes when walking around. They observe and then have 10 minutes after leaving each classroom to collate and make their notes.

The governors agreed to look at the IDSR and how children's vulnerabilities are identified within the school at the next meeting. The June meeting will review the support for vulnerable groups within the school.

Governors discussed the impact of the changes and how the school is adapting to meet the new requirements. The School Evaluation Form (SEF) is being reviewed at present to ensure it reflects what is happening in the school. The judgements were discussed and the new seven areas being reviewed.

Governor training opportunities: There is an Ofsted webinar on 27th November. Governors were encouraged to attend any training from credible sources and share recordings or resources with the committee. The school is considering whether to arrange for Joanna from HFL to come and present to all three school committees, though it may be better to wait until some inspections have happened under the new framework and there is more practical experience to share.

Governors' role: The Clerk emphasised that the governors' role hasn't

**Clerk
(agenda)**



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	<p>fundamentally changed. Governors still need to show they are asking questions, being critical friends, having strategic oversight of the school, and supporting the school. The main difference is understanding the new framework and ensuring the school is identifying and supporting vulnerable children effectively.</p> <p>School context: Governors need to understand the context of vulnerable groups in their school, which is different for every school. Whilst there are the main groups like pupil premium and SEND, it could be White British boys, young carers, or even high achievers who need stretching. The school needs to demonstrate they know who their vulnerable children are and what they're doing to support them to thrive, flourish and achieve.</p>													
15.	Any other business													
16.	<p>Future Dates</p> <table border="1" data-bbox="188 882 1085 1084"> <thead> <tr> <th>Date</th> <th>Start</th> <th>End</th> <th>Location</th> </tr> </thead> <tbody> <tr> <td>Thu 5 Feb 2026</td> <td>18:00</td> <td>20:00</td> <td>School</td> </tr> <tr> <td>Fri 3 Jul 2026</td> <td>09:00</td> <td>15:30</td> <td>school</td> </tr> </tbody> </table>	Date	Start	End	Location	Thu 5 Feb 2026	18:00	20:00	School	Fri 3 Jul 2026	09:00	15:30	school	
Date	Start	End	Location											
Thu 5 Feb 2026	18:00	20:00	School											
Fri 3 Jul 2026	09:00	15:30	school											
17.	Items to be sent to CEO, Chair of Trustees and Trust Governance professional by the clerk - none													
	Meeting ended: 7.23pm													



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Appendix A: Discussion from Governor Hub ahead of the meeting

Cheska Tyler 9 days ago

Have a look at this:

[HT Report Nov 25.pptx](#)

Please place your comments below in good time before our meeting or give it the thumbs up. Thank you!

Everyone

•
Sandra Child

Thanks for a very informative report.

Re attendance, there does seem to be a drop off in attendance on Fridays across the whole school. Have you identified and particular reason for this?

There were quite a few Fixed Penalty Notices issued in the first half term, do you think it will start to act as a deterrent to families?

I like the Knowledge Organisers, what a great way for the children to have key topic information to hand.

7 days ago

Cheska Tyler

Yes, we've had a bit of a planning session about possible ideas to combat the Friday absence. Happy to share these in the meeting tomorrow night.

I really hope it will act as a deterrent as to be honest, it feels like it creates a lot of ill feeling between us and the parents, especially when county then push back to us if the parents complain and say that 'it's only the head who can change their mind' when all we do is follow their guidance.

Yes - we do too. We are looking forward to having them all in use!

4 days ago

Emma Lad 10 days ago

Reminder the meeting is on TUESDAY

Hello all,



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I have uploaded the documentation, linked here [2. 18.11.25](#) for the meeting on Tuesday **18th November 2025 at 6pm at the school.**

Please can you review the matters arising and ensure they have been actioned for the meeting:

Action Summary Table

Agenda Item	Action	Responsible
6	Sign minutes via Governor Hub	Chair
6	Invite Sanjay to November meeting and explain date change from Thursday to Tuesday	Clerk
6	Speak to Executive team about governors visiting Willow Tree school	HT
6	Work up parental behaviour procedure to report back at November meeting	HT
8	Complete Governor Hub updates including personal details, equalities information, and annual declarations	All governors
9	Complete governor effectiveness section on Governor Hub	All governors
11	Include support for children without SEND in class at next meeting	HT
11	Include national percentage data for comparison where available in future reports	HT
12	Provide pupil survey analysis at next meeting	HT
12	Share trip information on Governor Hub when available	HT
12	Consider attending open evening on 21st October 3.30-6.30pm	All governors
13	Upload Home Learning policy and Behaviour policy to Every	HT
15	Complete cybersecurity training and safeguarding refresher by 1st November 2025	All governors

19. Governor dates 2025/26					
Date	Start	End	Meeting	Location	
Wed 17 Sep 2025	18.00	20.00	Cherry Tree School Governing Committee	online	
Tues 18 Nov 2025	18.00	20.00	Cherry Tree School Governing Committee	School	
Thu 5 Feb 2026	18.00	20.00	Cherry Tree School Governing Committee	online	
Fri 3 Jul 2026	09.00	15.30	Cherry Tree School Governing Committee	school	

Thank you
Emma

Everyone

Cheska Tyler 11 days ago
Have a look at this:
[Health & Safety CTS Nov 25.docx](#)

Please place your comments below in good time before our meeting or give it the thumbs up. Thank you!



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Everyone

Cheska Tyler 11 days ago

Have a look at this:

[Health& Safety CTS Nov 25.docx](#)

Policy for review. Please place your comments below in good time before our meeting or give it the thumbs up. Thank you!

Everyone

Cheska Tyler 11 days ago

Have a look at this:

[Home School Agreement Nov 25.pdf](#)

Policy for review. Please place your comments below in good time before our meeting or give it the thumbs up. Thank you!

Everyone

•
Sandra Child

We talked about using the HSA to set expectations for parent behaviour in the school and playground. Do you think there is a need for something more specific re treating staff with respect?

7 days ago

Cheska Tyler

Maybe. We have added the first line to each section to include treating the school community with respect. That wasn't in there before.

4 days ago



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Cheska Tyler 11 days ago

Have a look at this:

[Feedback and Marking Policy Nov 25.pdf](#)

Policy for review. Please place your comments below in good time before our meeting or give it the thumbs up. Thank you!

Everyone

Cheska Tyler 11 days ago

Have a look at this:

[Collective Worship Policy Nov 25.pdf](#)

Policy for review. Please place your comments below in good time before our meeting or give it the thumbs up. Thank you!

Everyone

Cheska Tyler 11 days ago

Have a look at this:

[Business Continuity Plan - November 2025.docx](#)

Policy for review. Please place your comments below in good time before our meeting or give it the thumbs up. Thank you!

Everyone

Cheska Tyler 11 days ago

Have a look at this:

[Financial Report November 2025.docx](#)



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Appendix and supporting docs to this can be found in the documents section of governor hub.

Please place your comments below in good time before our meeting or give it the thumbs up. Thank you!

Everyone

Cheska Tyler 14 days ago

Dear Adem, Emily, Carmel and Waala,

Please may I remind you all to complete your Safeguarding Refresher training and Prevent training on the National College before our meeting on Tuesday 18th November.

If you are an education professional and have completed this at your school, please send the certificates to Emma Ladd and Marie so we can tick this off.

Currently, this is showing RED on our Single Central Record for you four, which will be an Ofsted concern.

Thank you!

Walaa Mohran

Dear Cheska,

I have completed my Safeguarding Refresher Training and Prevent Duty Training on National College.

Annual Certificate in Safeguarding Refresher - completed on 18th September 2025.

Prevent Duty - completed on 8th October 2025.

Unfortunately, I do not have Emma Ladd's email address. If you could forward it to me, I will send the certificates on to her.

Many thanks,

Walaa

Cheska Tyler

Hi Walaa, clerk@inclusivemat.co.uk here is the email. Thank you



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6. Matters arising from 17.09.25		
6	Sign minutes via Governor Hub	Chair – completed
6	Invite Sanjay to November meeting and explain date change from Thursday to Tuesday	Clerk – on-going
6	Speak to Executive team about governors visiting Willow Tree school	HT – on-going
6	Work up parental behaviour procedure to report back at November meeting	HT – item 10
8	Complete Governor Hub updates including personal details, equalities information, and annual declarations	All governors – item 6
9	Complete governor effectiveness section on Governor Hub	All governors – item 6
11	Include support for children without SEND in class at next meeting	HT – item 8
11	Include national percentage data for comparison where available in future reports	HT – updated
12	Provide pupil survey analysis at next meeting	HT – item 8
12	Share trip information on Governor Hub when available	HT – on-going
12	Consider attending open evening on 21st October 3:30-6:30pm	All governors – completed
13	Upload Home Learning policy and Behaviour policy to Every	HT – item 10
15	Complete cybersecurity training and safeguarding refresher by 1st November 2025	All governors – item 6