



Learning together; learning for life

Agenda Number	Cherry Tree School LGC Meeting - Action Table 5th February 2026	Person Responsible
4	Sign approved minutes via Governor Hub	Chair
6	Complete all governor visits before 16th April 2026 so visit reports can be reviewed at the April meeting	All governors
8	Review updated attendance reports on View Your Education Data (VYED) and report back via Governor Hub	HT
8	Follow up visit to review attendance processes and impact on school attendance figures	DHT/Adem
8	Attend Ofsted training on Wednesday 25th March 2026 at 3.45pm at the school (delivered by Marcus Cooper)	All governors



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CHERRY TREE SCHOOL GOVERNING COMMITTEE MEETING
5th February at 6pm at the school

Name	Governor Type	17 th September 2025	18 th November 2025	5 th February 2026	
Josie Adams	Staff (Support) governor	Attended	Attended	Apologies	
Adem Baysal	Parent governor	Attended	Attended	Attended	
Sandra Child (chair)	Co-opted governor	Attended	Attended	Attended	
Emma Lad (Clerk)	Clerk	Attended	Attended	Attended	
Samra Malhotra	Prospective governor		Attended	Attended	
Walaa Mohran	Co-opted governor	Attended	Attended	Attended	
Carmel Old	Co-opted governor	Apologies	Apologies	Apologies	
Emily Sheppard	Parent governor	Attended	Attended	Attended	
Cheska Tyler (HT)	Headteacher	Attended	Attended	Attended	
Marie Vankova (SBM)	SBM	Attended	Attended	Attended	
In attendance					
Emma Hibberd	Assistant Headteacher, Prevent Lead & Lead DSL	Attended	Attended	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 6.10pm	Person responsible
1.	Welcome, apologies and consent The Chair welcomed everyone to the meeting. The meeting was quorate.	



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	Apologies were sent by Josie and Carmel.																															
2.	Notification of any other business (Chair, HT and Clerk to be informed 48 hours before the meeting) None requested.																															
3.	Conflict of interest with agenda items to be declared There was no conflict of interest declared.																															
4.	Minutes of the last meeting for approval and matters arising <i>The minutes were approved as an accurate record of the meeting and will be signed by the Chair via Governor Hub.</i> <table border="1"> <thead> <tr> <th></th><th>Matters arising from 18.11.25:</th><th>Responsible</th></tr> </thead> <tbody> <tr> <td>4</td><td><i>Sign minutes via Governor Hub</i></td><td>Chair - completed</td></tr> <tr> <td>6</td><td><i>Complete effectiveness and confirmations via Governor Hub once multi-factor authentication is set up</i></td><td>Emily – item 6</td></tr> <tr> <td>6</td><td><i>Send National College training links to all governors</i></td><td>Clerk – completed</td></tr> <tr> <td>8</td><td><i>Review with the Trust whether parent issues should be recorded on CPOMS</i></td><td>HT – completed</td></tr> <tr> <td>8</td><td><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></td><td>HT – completed</td></tr> <tr> <td>10</td><td><i>Provide tracked changes for future policy reviews so governors can see where amendments have been made</i></td><td>HT – on-going</td></tr> <tr> <td>12</td><td><i>Review the IDSR and how children's vulnerabilities are identified within the school at the next meeting</i></td><td>Clerk (agenda) – item 8</td></tr> <tr> <td>12</td><td><i>June meeting to review support for vulnerable groups within the school</i></td><td>Clerk (agenda) – carry forward</td></tr> <tr> <td>14</td><td><i>Book safeguarding visit</i></td><td>Emily – item 13</td></tr> </tbody> </table>		Matters arising from 18.11.25:	Responsible	4	<i>Sign minutes via Governor Hub</i>	Chair - completed	6	<i>Complete effectiveness and confirmations via Governor Hub once multi-factor authentication is set up</i>	Emily – item 6	6	<i>Send National College training links to all governors</i>	Clerk – completed	8	<i>Review with the Trust whether parent issues should be recorded on CPOMS</i>	HT – completed	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 – completed	10	<i>Provide tracked changes for future policy reviews so governors can see where amendments have been made</i>	HT – on-going	12	<i>Review the IDSR and how children's vulnerabilities are identified within the school at the next meeting</i>	Clerk (agenda) – item 8	12	<i>June meeting to review support for vulnerable groups within the school</i>	Clerk (agenda) – carry forward	14	<i>Book safeguarding visit</i>	Emily – item 13	Chair
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5.	Communication from the Trust Trustees' minutes																															
6.	Chairs update a) Chair attended the Trust AGM and updated on the improvements planned across the Trust. Governors discussed the digital strategy for the school and the collaborative work across Trust schools. The school needs to improve IT infrastructure and ensure																															



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	adequate Wi-Fi before purchasing additional Chromebooks. The Trust is developing shared curriculum approaches across schools to enable best practice sharing and moderation. This requires significant investment when changing curriculum tools. Where current provision is effective with good outcomes, changes will not be made. An external consultant is reviewing curriculum across all Trust schools to enable a cohesive approach. G: How does the Trust balance curriculum alignment with school autonomy? HT: Headteacher autonomy for curriculum decisions remains. The focus is creating 'non-negotiables' for teaching standards visible in every lesson. For mathematics: use of manipulatives and 'I do, we do, you do' approach. Schools retain delivery flexibility whilst ensuring key teaching standards align to National Curriculum milestones. No significant curriculum changes will occur this year - only minor tweaks to embed current approaches. b) Panel meetings There has been a panel meeting to review a suspension of under five days and over fifteen days in a term. The Chair has also supported on a panel for over 15 days in a term at Willow Tree Primary School. Governors discussed the procedure and policy around this area and the effective training on offer via the National College. c) Governors' recruitment and induction Emily was elected for a further four years as a parent governor. There are two vacancies for co-opted governors. d) Governor effectiveness, confirmations and training - to be completed by all governors – completed e) Governor meeting dates <i>Additional governor meeting date: 16th April 9.30am to 11.30am governors meeting with clerk. 11.30am to 3pm governors meeting</i> <i>All governors were asked to complete visits before the 16th April 2026 so visit reports could be reviewed.</i>	All governors
7.	Finance report – sent via Governor Hub a) Overview of the approved budget	
8.	Headteacher report The governors thanked the HT for the thorough report. G: What system are you using for the Single Central Record and is it up to date? HT: We are using the SCR tracker, and it is up to date for relevant staff and companies etc. Governors discussed safer recruitment checks and DBS checks in school and how they ensure they are adhering to national guidance and legislation.	



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	Pupil numbers There are 66 children who have CTS as their first choice for September 2026. The governors congratulated the school on all the tours carried out. The school should be full in September 2026. This will be a positive for the schools financial sustainability moving forward. Attendance The governors discussed the attendance rates for the school and the upward trajectory which was slowed by illness and holidays over the Christmas period. There have been classes with 100% attendance. This shows an impact on the overall attendance rate for the school through the continued effort of school staff. <i>Governors discussed the updated attendance reports now available on View your education data (VYED), showing named top-performing similar schools and the schools indicative attendance baseline improvement expectation (ABIE). Mainstream schools with sufficient data will receive reports each half and full term. Schools can find out how to access and use your similar schools comparison report. For practical support, schools are encouraged to join attendance and behaviour hubs and can express interest online.</i> <i>The HT will review and report back via Governor Hub</i> <i>The DHT has spent time forensically reviewing children's attendance and the impact on the attendance rate overall. Governors discussed the attendance of vulnerable groups and how the school is supporting. There will be a follow up visit by the link governor, Adem, to review the process and impact on school attendance figures.</i> Suspensions There have been three children who have received external suspensions since September 2025. The internal suspensions were discussed since September 2025. British Values Governors discussed the language used in school to support children's understanding of British Values and Protected Characteristics. When the school started the journey there was a spike in internal suspensions following the implementation of a stronger behaviour policy. Due to the changes in the behaviour strategy this has now reduced greatly as there is now a greater understanding of British Values in the school community. SEND provision There are 26 EHCP's in school at present and 66 children on the SEND register. There has been an increase in complaints regarding SEND provision, G: What is causing the increase in SEND complaints? HT: The school operates within a challenging national SEND context affecting all schools. Parental expectations have increased whilst the school maintains high-quality adaptive teaching and provision. G: How is the governing body assured of SEND provision quality? HT: The Trust provides additional funding for staffing and interventions including OPAL. Regular monitoring and quality assurance processes are in place with collaborative Trust working on SEND provision. G: It is a real positive that there are children being supported engage with their education. HT: There was a challenge, but the school is now thriving because of the support from the Trust to fund additional staff and OPAL etc. G: So, the stress level from staff has reduced? HT: Yes, the adaptations and change in approach has positively impacted the whole school community.	HT DHT/ Adem
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7.21pm Emma left the meeting

Attainment Data 2024-25

G: Have we reviewed why the data was lower than expected?

HT: The cohort had other challenges which affected their academic work. The children had made excellent progress across their time in the school. 51% of the children had been with the school since reception.

G: Are we predicting being back on track this year?

HT: Yes, we are tracking each term and there are class context meetings four to six times per year. The internal data is regularly reviewed, and the school is improving the monitoring systems continually.

G: Did it affect that the children have English as an Additional Language?

HT: Yes, the school has 50% of children for whom English is not their first language. There has been collaboration with other schools in the Trust to review their practice and support the adaptive teaching within the school.

G: The GLD is also significantly below for Reception. How is the school managing?

HT: The school consistently works with families and supports identifying any additional needs. There is accelerated progress for children across the cohort. Children during year one are consistently achieving at a much greater rate than expected with their baseline assessments,

G: Are we completing boosters for children in year 6?

HT: Yes, they will be starting after April. At present the projections are heading towards national levels and there are children gaining greater depth.

There was discussion around the different approaches for the classes and how the support is adapted to meet the needs of the children in the cohort. The data for reception for good levels of development has a positive prediction.

The school continually achieves above national for year four for timetable checks. The school is going to be carrying out boosters for year four who are in receipt of Pupil premium at the same time as year six. There is a charity which provide meals for children who are vulnerable and they are going to provide meals for the group.

OPAL is thriving in the school and has had an impact on behaviour, wellbeing, and learning outcomes. Governors have visited and were impressed with the children's engagement. The school is now completing training with staff and reviewing risk benefit.

The Edible garden needs to be renewed, and parents have been asked to come and help with the update. The wild area is also be updated.

Curriculum

The changes to the vocabulary strategy are having a positive impact on disadvantaged pupils as well as the rest of the cohorts. There has been CPD for all staff and it is having a marked impact on the children's work. This is supporting the foundational learning of children. There are words of the week which are being used by children.

There is Ofsted training taking place on Wednesday 25th March 2026 at 3.45pm at the school. The training will be delivered by Marcus Cooper. All governors were encouraged to attend.

HIP visit

The HIP will be supporting with curriculum context reviews and in particular what functional skills children in receipt of pupil premium need to improve on to close the gap.

**All
governors**



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9.	Stakeholder engagement • Staff survey results																	
10.	Policy tracker review and policies due <u>Trust policies approved</u> – refer to Every <u>School policies</u> – refer to Every - none <table><tr><td><u>Business Continuity Plan</u></td><td>November 2026</td></tr><tr><td><u>Behaviour Policy</u></td><td>July 2026</td></tr><tr><td><u>Collective Act of Worship</u></td><td>February 2027</td></tr><tr><td><u>Equality Statement including accessibility plan</u></td><td>September 2028</td></tr><tr><td><u>Health and Safety (Local) Policy</u></td><td>November 2026</td></tr><tr><td><u>Home Learning Policy</u></td><td>July 2026</td></tr><tr><td><u>Home School agreement</u></td><td>November 2026</td></tr><tr><td><u>Marking, Feedback and Presentation Policy</u></td><td>February 2027</td></tr></table>	<u>Business Continuity Plan</u>	November 2026	<u>Behaviour Policy</u>	July 2026	<u>Collective Act of Worship</u>	February 2027	<u>Equality Statement including accessibility plan</u>	September 2028	<u>Health and Safety (Local) Policy</u>	November 2026	<u>Home Learning Policy</u>	July 2026	<u>Home School agreement</u>	November 2026	<u>Marking, Feedback and Presentation Policy</u>	February 2027	
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11.	<u>Risk register</u>																	
12.	Training • Governor training booked /to be booked/ completed with <u>National College</u> • New governor training • Ideas/requests for future sessions																	
13.	<u>Governor monitoring reports</u> Discussed previously																	
14.	Clerks update – available via Governor Hub.																	
15.	Any other business – None requested at the beginning of the meeting.																	
16.	Future Dates <table><tr><td>Wed 25 Mar 26</td><td>15:45</td><td>16:45</td><td>Ofsted training at the school</td></tr><tr><td>Thu 16 Apr 26</td><td>09:00</td><td>15:00</td><td>Board meeting/ strategic review of the school plan at the school</td></tr><tr><td>Fri 3 Jul 2026</td><td>09:00</td><td>15:30</td><td>Board meeting/ training at the school</td></tr></table>	Wed 25 Mar 26	15:45	16:45	Ofsted training at the school	Thu 16 Apr 26	09:00	15:00	Board meeting/ strategic review of the school plan at the school	Fri 3 Jul 2026	09:00	15:30	Board meeting/ training at the school					
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17.	Items to be sent to CEO, Chair of Trustees and Trust Governance professional by the clerk - None																	
	Meeting ended: 8.12pm																	

6.	Matters arising from 18.11.25	
4	Sign minutes via Governor Hub	Chair - ongoing



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6	Complete effectiveness and confirmations via Governor Hub once multi-factor authentication is set up	All governors - item 6
6	Send National College training links to all governors	Clerk - item 11
8	Review with the Trust whether parent issues should be recorded on CPOMS	HT - item 8
8	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	HT/Clerk - item 8
10	Provide tracked changes for future policy reviews so governors can see where amendments have been made	HT - item 10
12	Review the IDSR and how children's vulnerabilities are identified within the school	HT - item 8
12	June meeting to review support for vulnerable groups within the school	HT - summer term
14	Book safeguarding visit	All governors - item 12