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Agenda Number	Cherry Tree School LGC Meeting - Action Table 16th April 2026	Person Responsible				
4	Approve the minutes of 5th February 2026 via Governor Hub	Chair				
8	Send further details to governors on how the school is supporting attendance and the impact this has had	DHT				
8	The HT will send an update on the data available to explain the reasons for last years dip in results.	HT				
9	Stakeholder engagement - Survey results – results will be distributed via Governor Hub once available.	HT				
13	Compile all governors visit reports into one folder on Governor Hub covering the last year, ahead of Ofsted	Clerk				
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**CHERRY TREE SCHOOL GOVERNING COMMITTEE
MEETING**

**16th April 2026 at 9.30am at the school (Governor Meeting
9.30am–10.30am; Strategic Review 10.30am–3.00pm)**

Name	Governor Type	17 th September 2025	18 th November 2025	5 th February 2026	16 th April 2026
Josie Adams	Staff (Support) governor	Attended	Attended	Apologies	Attended
Adem Baysal	Parent governor	Attended	Attended	Attended	Attended
Sandra Child (chair)	Co-opted governor	Attended	Attended	Attended	Attended
Emma Lad (Clerk)	Clerk	Attended	Attended	Attended	Attended
Samra Malhotra	Prospective governor		Attended	Attended	Attended
Walaa Mohran	Co-opted governor	Attended	Attended	Attended	Attended
Carmel Old	Co-opted governor	Apologies	Apologies	Apologies	Apologies
Emily Sheppard	Parent governor	Attended	Attended	Attended	Attended
Cheska Tyler (HT)	Headteacher	Attended	Attended	Attended	Attended
Marie Vankova (SBM)	SBM	Attended	Attended	Attended	Not required
In attendance					
Emma Hibberd	Assistant Headteacher, Prevent Lead & Lead DSL	Attended	Attended	Attended	Attended
Sophie	Pastoral Team – Young Carers lead				Attended (10.20am to approx. 10.45am)

Governor (G) challenge is highlighted in yellow

Governor actions are highlighted in italics



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

	Meeting started: 9.30am	Responsible
1.	Welcome, apologies and consent Apologies sent by Carmel Old. The meeting was quorate. The HT updated on the process for the day and the aim to ensure governors leave the school with a solid understanding of the schools progress, aims and objectives moving forward. The school is in the Ofsted window at present. There was a discussion around the number of children with additional needs in the school and the impact that has had on the running of the school and the workload for staff. There has been a significant improvement in behaviour since the last Ofsted especially since the introduction of OPAL. There has also been a decrease in the number of discriminatory incidents in the school. Data has improved over the time and whilst there have been blips in the data there is a general increase which has impacted the outcomes for children.	
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 None declared further to those listed on Governor Hub.	



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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 via Governor Hub by the chair.</i> <table border="1" data-bbox="169 510 1257 1518"> <thead> <tr> <th></th><th>Matters arising from 5.02.26:</th><th>Status</th></tr> </thead> <tbody> <tr> <td>4</td><td>Sign minutes via Governor Hub</td><td>Chair – completed</td></tr> <tr> <td>6</td><td>Complete governor effectiveness and confirmations via Governor Hub once multi-factor authentication is set up</td><td>Emily – completed</td></tr> <tr> <td>6</td><td>Complete all governor visits before 16th April 2026 so visit reports can be reviewed at the April meeting</td><td>All governors – agenda item 13</td></tr> <tr> <td>8</td><td>Review updated attendance reports on View Your Education Data (VYED) and report back via Governor Hub</td><td>HT – agenda item 8</td></tr> <tr> <td>8</td><td>Follow up visit to review attendance processes and impact on school attendance figures</td><td>DHT/Adem – agenda item 8</td></tr> <tr> <td>8</td><td>Attend Ofsted training on Wednesday 25th March 2026 at 3.45pm at the school (delivered by Marcus Cooper)</td><td>All governors – completed</td></tr> <tr> <td>10</td><td>Provide tracked changes for future policy reviews so governors can see where amendments have been made</td><td>HT – on-going</td></tr> <tr> <td>12</td><td>June meeting to review support for vulnerable groups within the school</td><td>Clerk (agenda) – taking place later in the day.</td></tr> </tbody> </table>		Matters arising from 5.02.26:	Status	4	Sign minutes via Governor Hub	Chair – completed	6	Complete governor effectiveness and confirmations via Governor Hub once multi-factor authentication is set up	Emily – completed	6	Complete all governor visits before 16th April 2026 so visit reports can be reviewed at the April meeting	All governors – agenda item 13	8	Review updated attendance reports on View Your Education Data (VYED) and report back via Governor Hub	HT – agenda item 8	8	Follow up visit to review attendance processes and impact on school attendance figures	DHT/Adem – agenda item 8	8	Attend Ofsted training on Wednesday 25th March 2026 at 3.45pm at the school (delivered by Marcus Cooper)	All governors – completed	10	Provide tracked changes for future policy reviews so governors can see where amendments have been made	HT – on-going	12	June meeting to review support for vulnerable groups within the school	Clerk (agenda) – taking place later in the day.	Chair
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5.	Communication from the Trust Trustees' minutes - available on the Trust website.																												
6.	Chairs update a) Chairs meeting The AGM discussion was explained by the Chair which included the Trust People Charter and the priorities. Governors discussed the need for trust growth and why it is important to grow to support future funding and ensure there is stability for the schools involved. The need to ensure there are schools which join who have the same ethos as the schools already in the Trust was discussed.																												



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	There are drops in numbers locally which at present is not impacting the school, but the school needs to be aware. CTS has had 68 children who requested the school and 60 places in the school. This is a real positive for the school, and it has been a huge journey for the school to get to this point. Families in the area have faith in the school and the early years provision. The HT thanked the staff team for all their hard work. The tours are mainly carried out by the HT and explained it is lovely to meet the parents and see the school while walking around the school. The HT explained there is an email from the school after the tour and a feedback form sent to follow up if parents would like any further information. After discussion it was suggested that there been further reminder emails sent to parents reminding parents of when to apply etc. The school values and the reputation in the local area have impacted and ensured that the local community understands what the children will be doing daily. Parent governors explained that parents have fed back they are happy about the travel plan and how that impacts children's independence and understanding of the world. For disadvantaged children it also impacts on their experience of the world. b) Governors' recruitment and induction There is no current governor vacancy. Should a suitable applicant become available they will be interviewed. c) Governor effectiveness, confirmations and training - to be completed by all governors Completed by all governors and up to date.	
7.	Finance report – sent via Governor Hub a) Overview of the approved budget G: What is happening with the funding for children with EHCP's? HT: The Trust have been very supportive regarding the support for CPD, additional staffing and setting up Cherry Blossoms. The grant for EHCP's need to be used for staffing and the Trust cannot support long term as staffing needs to be maintained. They have also assisted with premises issues and digital infrastructure updates which has positively supported the schools budget. £55,000 is being spent on the infrastructure and £10,000 is being contributed by the Trust towards the costs. <i>10.15am Emily joined the meeting.</i> G: What has happened with the annual works for the school technology? HT: There has been an annual spend on technology but there has been a battery issue with a lot of laptops, and this has meant the school has to replace more	



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	than anticipated. The Wi-Fi is the priority for this year, and new Chrome books will be ordered next year. Governors discussed whether there was any other funding which could be requested from companies etc. The quality of the devices was discussed and ensuring that they meet the needs of the pupils. There have been different tech applications used to see whether they can support the outcomes and understanding for children. The HT explained some of the different applications which have been utilised.	
	Additional presentation – Sophie – Young Carers project Sophie explained she is working on a project to identify and support young carers in the school. • Before the project there was one young carer identified in the school and now the school is up to four young carers. • There is a coffee morning planned for April 2026 to work with parents and ensure they understand the benefit of being identified. The aim would be to offer support for children in school and additional trips and opportunities. • The parents need to agree to the children being identified as young carers. Sometimes they are not happy for HCC to be involved but will agree to the school supporting. • There is a Trust approach to ensure that the schools are all recognised as supporting young carers. • Governors were pleased to hear the approach and the support being developed. • A young carers Friday homework club is also being identified, to support children who may not have had the opportunity to complete homework at home. G: How have you started to identify children? Sophie: I have started with the SEND register and looked at where siblings are supporting. The children who have a sibling in special school are also being reviewed. Teachers are flagging children who they believe are young carers. • Next steps include further training for staff and the achievement of the young carers mark. G: Have the parents been supportive? Sophie: We have worked with them to support and explain the role.	



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	HT: The induction form has been updated to ask whether children are young carers and there is also a section in the induction speech to cover what it means to be a young carer. Sophie: The process is to allow for a safe space and ensure there is time for the children. G: It is understandable that there are concerns for parents to have HCC involved. HT: It is part of our nurturing approach and supporting families to achieve. G: Does this have an impact on children's attendance? Sophie: It can and so we are reviewing with parents. I have attended further training on the area, and I am present at attendance meetings. Nic Furey is also supporting from LHS. Governors thanked Sophie for her time and the work she is carrying out.	
8.	Headteacher report The HT presented the headteacher report which had been circulated via Governor Hub ahead of the meeting. a) Allocation of secondary school places Governors discussed the schools allocations and the impact on the children. G: How are we supporting children who have not been allocated places? HT: We have put in place pastoral care. There are now only four children as one child is going to a private school. There are meetings take place to update parents ahead of applications. The parents have made the decision not to accept the places they were offered. b) Attendance This is an area the school is utilising many resources in supporting. There is still however a very spiky profile. The school averages at around 93%. The schools profile is the main impact as there are many families who want to return to home countries and it is much cheaper in term time. The parents are willing to be fined because it is important to see their families. There are fines utilised and there is robust day to day systems in place. The attendance systems need to work through the year to show the impact as lots of children start the year negatively. G: School context is key and the school has a robust framework in place which the school consistently applies. DHT: There was an attendance workshop for parents of children who are persistently absent. 12 of the 47 parents attended. The workshop was designed to show the impact on children of days off from school. A day is 6 lessons they have missed and there is no time to catch up. We explained how it can cause anxiety for children when they return. G: How does it impact an Ofsted Inspection?	



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	HT: It sits with behaviour which is strong but the data for attendance is requires improvement. As we must meet all criteria this could limit us. G: The children with SEND's attendance has improved, does that impact? Are there children who have improved even if they haven't stopped being persistently absent? HT: Yes, and there will be a session on this later. There are examples of children whose attendance was below in year three but once they had independence their attendance is in line with their peers in year six. <i>The DHT will send further details to the governors on how the school is supporting and how that has impacted attendance.</i> The HT explained that the attendance and data from last year could be limiting in terms of the outcomes of an Ofsted inspection. There were contextual reasons the year group last year did not achieve outcomes in line with the previous cohorts and the children in that year group made outstanding progress. There were also many children who achieved greater depth in subjects. Contextual reasons for the 2025 data dip included: the Year 6 teacher (Shannon) was in her first year in Year 6 and it took time to build relationships and understanding of the cohort; high pupil mobility with approximately 39 children moving in or out of the cohort during the year; and over half of the 45 children below expected standard made accelerated progress in writing. There was three years of strong prior data before last year, and governors have previously challenged the school on the data, been updated at each meeting, and has seen improvement in the current year. In addition to Empower Hour, the school is working with a local charity (name to be confirmed) which provides sessions for a targeted group of pupils including a hot meal to support readiness to learn. Lawrence Haynes is also involved in delivering support. This provision is above and beyond standard school funding. Targeted writing instruction has been introduced alongside a full review of the writing curriculum, with individual writing targets in place to ensure alignment with framework expectations. G: How do they support? HT: Empower Hour support children in year four and six attending booster sessions. They support with all children, but the majority are Pupil Premium children. There is the possibility to increase the support next year. <i>The HT will send an update on the data available to explain the reasons for last years dip in results.</i>	DHT HT
9.	Stakeholder engagement Survey results – results will be distributed via Governor Hub once available.	HT



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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> Reviewed at previous meetings.																	
12.	Training • Governor training booked /to be booked/ completed with <u>National College</u> • New governor training • Ideas/requests for future sessions The Clerk confirmed all governors are fully up to date with statutory training (100% compliance confirmed via the National College). Governors were advised that given the late point in the academic year, statutory training should not be restarted now but resumed in September 2026–27.																	
13.	<u>Governor monitoring reports</u> Governors were reminded to send through their spring term reports. <i>Clerk to put governor visit reports into one folder for the last year.</i>	Clerk																
14.	Clerks update – updated via Governor Hub.																	
15.	Any other business – none requested at the beginning of the meeting.																	
16.	Future Dates <table><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>	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: 11.45am																	



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