



FLEET PRIMARY SCHOOL

Minutes and actions from the Full Governing Board meeting
held on Tuesday 19th May 2026 at 6pm held in the school
premises at Fleet Primary School, Fleet Road, London, NW3 2QT.

Governors present at this meeting

Marcus Boyland (The Chair)	Local Authority Governor	✓
Abdul Al Mamun (AAM)	Parent Elected Governor	✓
Annie Balme (AB)	Co-opted Governor	✓
Lynley Benbetka (LB) (Staff)	Staff Elected Governor	✓
Rebecca Combes (RC) (Staff)	Co-opted Governor	X
Jason Cooke (JC)	Parent Elected Governor	✓
Sinead Costelloe (SC) (Staff)	Co-opted Governor	X
Don McGibbon (DM) (Headteacher)	Exofficio Governor	✓
Oonagh Pierce (OP)	Co-opted Governor	X
Claire Price (CP)	Co-opted Governor	X
John Showell (JS)	Parent Elected Governor	✓
Fabrizio Sidoli (FS)	Parent Elected Governor	X

Non-governors present

Debbie Barry (DB)	School Business Manager	✓
Victoria Mitchell (VM)	Clerk to the Governing Board	✓

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Date	Item	Action	By Whom	Status
08/07/25	8.2.1	Link governor visits to be scheduled for 2025-26 academic year, in accordance with FGB meetings.	DM and the Chair	Ongoing
08/07/25	8.2.2	All governor visits to the school to be recorded.	Governors	Ongoing
02/12/25	7.3a	An audit of meetings would be helpful in terms of whether DM needs to be at all of them.	Chair and DM	Pending
02/12/25	7.3c	Cross federation events amongst the schools could ease transition to secondary school and should be considered.	DM	Pending
02/12/25	8.3b	Governors to review Camden training opportunities regularly.	Governors	Ongoing
02/12/25	8.3c	Governors to complete the Effectiveness Tool on Governorhub.	Governors	Pending
02/12/25	8.3d	Review the cycle of business with statutory information e.g. EYFS review, pupil outcomes, stakeholder voice, SEND information report, policies cycle.	DM / Governors	Pending
02/12/25	8.3e	Governors to seek out opportunities to attend other schools' governor meetings.	Governors	Pending
02/12/25	9.1	Governors to send their questions about the headteacher's report to DM for answering via Governorhub within a week.	Governors	Ongoing
02/12/25	12.2	Governors to review link governor information via Governorhub.	Governors	Pending
02/12/25	12.5	Governor DBS checks to be followed up.	DM	Pending
26/3/2026	2.2	All governors to complete a written declaration of pecuniary interests form for academic year 2025-26 by the Easter bank holiday 2026.	All governors	Pending
26/3/2026	5.28	Jason Cooke, Oonagh Pierce, Marcus Boyland, Fabrizio Sidoli, agreed to join a working party in order to look into continuing towards Fleet further integrating together with Rhyl Primary School and to report back to the FGB on any progress or pitfalls that arise.	JC, OP, MB, FS	Ongoing
26/3/2026	9.2	Chair of the Governing Board to view the School Credit Card Statements on a monthly basis to check that no misuse is occurring. These checks and their dates they took place are to be a standing item to be confirmed at FGB meetings. FGB agenda standing item every meeting.	Chair	Standing FGB item
26/3/2026	13.1	School funds to be allocated for purchasing more musical instruments.	DM	Cancelled
19/5/2026	6.1	Item on the Site Audit is deferred until the next meeting of the FGB. July 2026 agenda item.	FS	FGB agenda item July 2026
19/5/2026	9.19	Exterior of the empty caretakers house to be tidied up and broken stuff around it to be covered up or thrown away.	DM	Pending

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Minutes - part 1 - published minutes

1.	<u>Welcome and apologies for absence</u> 1.1 The Chair welcomed everyone to this Full Governing Board (FGB) meeting. Apologies for absence were received from Governors Rebecca Combes, Sinead Costelloe, Fabrizio Sidoli, Oonagh Pierce, Claire Price. These apologies were accepted. 1.2 With 8 governors present out of 12 this meeting was quorate.
2.	<u>Declaration of interests for the meeting or otherwise</u> 2.1 Marcus Boyland declared that he was an elected councillor on the Camden borough local authority where the school is located. 2.2 Governors Abdul Al Mamun, Annie Balme, Lynley Benbetka, and John Showell completed and submitted written declaration of pecuniary interest forms for academic year 2025-26. It was noted that Governors Marcus Boyland, Don McGibbon, Oonagh Pierce, and Fabrizio Sidoli had already completed their declaration online using GovernorHub.
3.	<u>Minutes of the previous FGB meeting held on Thursday 26th March 2026</u> 3.1 The minutes of the 26th March 2026 were received in advance of this meeting. There was one amendment - Governor Lynley Benbetka was present at that meeting. 3.2 Other than the above one amendment the minutes of 26th March 2026 were approved by governors as an accurate record and can be signed off. <u>Matters arising and the Action Sheet</u> 3.3 <u>One governor asked: Should there be a second staff governor who is employed as a teaching assistant at the school?</u> <u>The Headteacher answered:</u> No, the school can only have one elected staff governor. That elected staff governor is Lynley Benbetka. There are no more staff vacancies on the Governing Board. Also there are few teaching assistants at the school, and those who are employed here will be reluctant to stay on in the evening in order to attend Full Governing Board meetings. 3.4 <u>Action 9.2</u> - The Chair of the FGB reported that he has received and looked through the school credit card statements and there is nothing that appears to be irregular. 3.5 <u>Action 13.1</u> - The Headteacher reported that the school funds are unable to be allocated to purchase more musical instruments because the school fund is currently being used to pay for music therapy sessions. The school intends to continue using the school fund to pay for music therapy.
4.	<u>The Governing Board</u> 4.1 The Headteacher informed that the FGB that he has spoken to a potential new co-opted governor and is hoping that this new person will be able to attend a meeting to be proposed for co-option soon.
5.	<u>Committee reports</u> 5.1 The FGB was informed that the <u>Curriculum & Standards Committee</u> has not met since the previous FGB meeting. 5.2 The FGB was informed that the <u>Finance & Staffing Committee</u> had not yet met since the previous FGB meeting. However the Headteacher reminded the FGB that there are budget and finance items on this FGB agenda today.
6.	<u>Site audit</u>

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	6.1 This item is deferred to the next FGB meeting in July 2026 because Governor Fabrizio Sidoli was unable to attend this FGB meeting to report on this matter today. <u>ACTION:</u> Item on the Site Audit is deferred until the next meeting of the FGB. July 2026 agenda item.
7.	<u>Partnership model - Fleet and Rhyl primary schools</u> 7.1 Governors Jason Cooke and Marcus Boyland reported that they had attended Rhyl Primary School to attend a workshop about the partnership models that Camden Learning said were available to Fleet and Rhyl primary schools. The guidance from Camden Learning had been circulated to all the governors prior to this FGB meeting advising on the different partnership models available. 7.2 One governor observed that there does not appear to be any hard and fast rules set out in the Camden Learning guidance. Also there didn't seem to be any precise options in the Camden Learning guidance. The governor asked if the two governing boards can pick and choose whichever options they prefer when developing a partnership between schools. The Chair clarified that the two options were either that the school could form a federation where the federation can employ staff members itself to work across both organizations, or the two schools could remain in an informal partnership and a staff member who is working for one school can agree to be lent to the other school in the partnership to work in accordance with a service level agreement (SLA). Camden Learning is currently in favour of Camden schools working closely with each other for staff members to work across schools in order to save money. Instead of having different governing boards and committees at each school, the federation could set the strategic leadership of the school and a joint governing board and committees of both schools could be formed instead. If a federation is formed then the federation is able to employ a staff member across the federation without one school needing to lend staff members to the other school in accordance with a whole range of different SLAs. 7.3 <u>One governor asked: By the end of the next FGB meeting can a clear set of proposals and answers to the question be provided for governors to be clear about what they are deciding on?</u> <u>One governor asked: Please can two or three very clear options be set out for governors to fully understand and decide upon in time for the next FGB meeting in July 2026?</u> <u>The Headteacher answered:</u> There will be three options. Option 1 is to continue to share the Headteacher with Rhyl Primary School using an SLA, Option 2 is to form a hard federation of the two schools, or Option 3 is for each school to go back to employing its own headteacher. 7.4 The Headteacher reminded the meeting that at present he is a sole employee of Fleet Primary School and the Governing Board of Fleet hold the responsibility for holding the Headteacher to account and ensuring that he's meeting his terms and conditions of employment. As the school currently has a SLA with Rhyl to lend the Headteacher to them for a set period of time each week there is no measures or checks and balances that exist for Rhyl to hold the Headteacher to account in a direct employment contract, nor an appraisal or disciplinary process in place at Rhyl Primary School for the Headteacher working under an SLA. All the rights and terms and conditions of employment sit with Fleet Primary School. 7.5 <u>One governor asked: So the other school who the Headteacher is being lent to could end the agreement at any time?</u> <u>The Headteacher answered:</u> Yes, Rhyl Primary School could say tomorrow that they no longer need to borrow a Headteacher from Fleet, they will employ their own. At present Rhyl Primary School are paying Fleet for the 50% of the Headteacher's time, and this has helped to keep the Fleet school budget in a balanced position. 7.6 <u>One governor asked: So if we decide not to form a federation then in effect we just continue the way we are at present?</u> <u>The Headteacher answered:</u> No, the agreement that both governing boards decided upon was that the current arrangement of the Headteacher being lent to Rhyl with an SLA would continue until the end of this academic year 2025-26. However because neither school is currently in a position to make a firm

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decision on whether to form a federation or go back to the previous position of each school having their own headteachers, then it was decided that the current arrangement will continue into next academic year, but it will not continue indefinitely. Rhyl have asked that the current arrangement lasts no longer than December 2026.

7.7 One governor asked: So Rhyl Primary School governors will be making the same decision with the same options as Fleet Primary School governing board?

The Headteacher answered: Both schools will need to decide the same thing. If Rhyl governors decide that there should be a federation but Fleet decide against a federation then there cannot be a federation formed.

7.8 The Headteacher stated that if both schools agreed to form a federation then there will be a time period for establishing the protocols and constitution and for then notifying the Department For Education (DFE) about the school's intentions to form a federation.

7.9 One governor asked: What is the general feeling at present at Fleet Primary School governing board?

The Chair of the FGB answered: We discussed the matter at the previous meeting and each governor considered which was their preferred option. The Fleet FGB will make a decision at the July 2026 meeting.

7.10 One governor asked: Rhyl Primary School governing board do not want to extend the SLA further than Christmas 2026?

The Chair of the FGB answered: Rhyl Primary School governing board discussed the matter at their previous FGB meeting and have come back to us to say that a firm decision now needs to be made by Fleet FGB on our preferred way forward.

7.11 One governor asked: We can't leave the decision until Christmas 2026?

The Chair of the FGB answered: No, Rhyl do not want the current informal arrangement to go beyond Christmas 2026. They want to have more certainty as they go into 2027. They don't see any future for this partnership if there is not a federation formed by Christmas 2026. It will therefore be a good idea for Fleet Primary School governing board to make a decision on this before the summer holiday 2026 so that if the school wants to form a federation then the paperwork and plans can be prepared and the consultations can take place between the summer 2026 and December 2026.

7.12 One governor asked: Could Fleet Primary School governors tell Rhyl that we would rather continue with an SLA into 2027?

The Headteacher answered: I don't think there can be a permanent SLA. I can only be employed by one school and then lent to another with an SLA. I can't be employed by both schools without there being a proper federation established.

7.13 One governor asked: We are being told that the Headteacher cannot be employed part-time by Fleet Primary School and part-time at Rhyl Primary School because they are not a single legal entity but are two separate organisations. But I think that needs clarification as some people do have part-time contracts at more than one organisation. I think some of the information claiming there are things we can't do in the Camden Learning guidance is not right and we need to seek clarification on it.

The Headteacher answered: Okay.

7.14 One governor stated: Some people attended the Camden Governors Forum held at the weekend. A headteacher who was working across three different schools was able to be moved from school to school. This arrangement has been going on for quite a few years now, since 2022-23. This was taking place in schools in Hertfordshire and we were told that it is quite normal for school staff in Hertfordshire to be working across multiple schools. That is done using a partnership model in Hertfordshire.

The Headteacher answered: I understand in Hertfordshire they have all sorts of staff working across

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multiple schools. I understand it's also done as a way of giving experience to a member of staff who may work at one level in one school being given some experience of a more senior position in another school. How is that done contractually?

One governor answered: They use the method that has been suggested by governors here, staff are employed by one school but are lent to other schools using SLAs. The whole operation is done with multiple SLAs. It works because there is good will in the schools, it is a tried and tested practice that has a good track record, and it is a well-used mechanism for giving staff more senior experience in other schools. It is a very fluid partnership model, but it is still a partnership model and not a federation.

7.15 One governor asked: When new staff are offered employment in that fluid partnership model in Hertfordshire do they need to sign something to agree to work across multiple schools if needed? Or is the entire thing done on staff goodwill?

One governor answered: We were told the entire thing operates on staff good will.

One governor answered: I know someone who works for those schools and although they have some training courses that are provided together each of the schools all retain their own strong unique identities.

7.16 One governor asked: If that very fluid partnership model in Hertfordshire has schools retaining their own unique identities, would a federation be far more homogenized with schools sharing curriculums and pedagogies?

One governor answered: There is not necessarily a homogenized curriculum and pedagogies in federations. They do share staff across schools and often it is the backroom staff such as school business managers, bursars, SENCOs, administration, site services officers etc.

One governor stated: It might be confusing to have a lot of SLAs though.

7.17 One governor asked: Is managing SLAs really that complex? Aren't there staff in this school already managing multiple SLAs?

The Headteacher replied: Yes the School Business Manager does this.

The School Business Manager answered: It is not particularly complex to manage the SLAs. Once they are set up managing them is fine.

7.18 One governor asked: What about governance in this Hertfordshire fluid partnership model? How do they govern the schools?

One governor answered: Each school has its own school governing board. They do have a forum of the various chairs of the governing boards as well.

7.19 One governor asked: What federations currently exist in Camden borough?

The Headteacher answered: Many of the religious schools are in federations - there is a diocese federation that includes some church schools in Camden and Westminster boroughs. Edith Neville and Brecknock are also in a federation.

7.20 One governor asked: Is LaSWAP a federation?

The Headteacher answered: No, LaSWAP is a sixth form partnership/consortium.

7.21 One governor asked: So how would the budget and finances of these two schools be managed? A single unified budget?

The Headteacher answered: Each school would have its own school budget. They could choose to have a single unified budget if they decided to though.

7.22 One governor stated: I am concerned that if we end up in a federation with Rhyl who currently has problems with very low pupil numbers and are also paying for two school buildings at both Rhyl Street and Grafton Road, Camden may decide that to save money by telling Fleet to move out of our current

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school premises and move into the underused Grafton Road (former-Carlton school) building.

The Headteacher answered: Camden are currently undertaking a sufficiency study of all Camden schools. If Camden were to decide that in order to save money they will tell a school that it has to move out of its current premises and into the Grafton Road school premises then other than the consultation process that school who is being told to move would have no choice. In addition if Camden decided to close one of the schools then that would not impact negatively upon the other school in the federation. The federation would be dissolved but the remaining school would stay open as a single entity school.

7.23 One governor stated: During the meeting we attended with Rhyl Primary School FGB there were some concerns among their governors that federation is a step towards the two schools being merged together.

The Headteacher answered: I don't see why it would. It would need the governing board of both schools to make a decision to merge the two schools together.

7.24 One governor asked: Could the drop in pupil numbers at the schools eventually result in the closure of one of the schools?

The Headteacher answered: If one school were to close then it would benefit the schools that surround them because they would gain the pupils who would have gone to the school that closed. However the number of expected pupil admissions is up at Rhyl, they are expecting 49 pupils in September 2026 whereas they had only 32 last year, and Fleet are expecting 29 in September 2026 when there were only 24 last year.

7.25 One governor asked: Does Ofsted encourage federations? What is their position on it?

The Headteacher answered: Ofsted does not necessarily encourage federations, however the new Ofsted framework does talk about work with other schools. Ofsted does not specify under what structure that work is done with other schools. So Fleet Primary School is already working with other schools, for example through the 1-3-5 Partnership and through the Headteacher working at Rhyl.

7.26 One governor asked: If the schools form a federation then doesn't this make it easier for the schools to be academised at a later date?

The Headteacher answered: No. Camden Learning was formed to help schools work with each other and seek school improvement work without the need for the schools to academise. Camden Learning was formed to become the multi academy trust if all schools were forced to academise. If academisation did take place then Camden schools could continue to work within our existing relationship with Camden Learning.

7.27 One governor asked: Will a federation increase or decrease staff workload in the school? Staff are already working very hard at the moment.

The Headteacher answered: There could be a lot more work for the School Business Manager if the school is sharing multiple staff with Rhyl with a lot of different SLAs. However there could be less work if the work is organised so that roles are shared out across both schools. Duplication of back room staff roles could be cut out across both schools in order to streamline work more effectively across both schools. It would be harder to share class teachers across two schools, but specialist teachers such as the music teacher could be shared across the two schools and the sports teacher could be shared across the two schools.

7.28 One governor asked: Would there be an impact on the teaching assistants?

The Headteacher answered: There are more teaching assistants at Rhyl than Fleet. At Fleet the teaching assistants work with two pupils each for the year, and that way of working is unlikely to change if the two schools formed a federation. Day-to-day the teaching assistants will still be based in one school.

7.29 The Chair summed up by stating that some of the questions that have been raised by governors are quite technical and the Governing Board will need clarification from Camden Learning on the answers.

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	There is other information that is not very relevant or helpful, such as the information about a soft federation. It isn't clear what a soft federation is. 7.30 It was agreed that the information requested by the FGB will be shared with governors in advance of the next FGB meeting. Governors were all asked to read and understand the information and then any questions they have on that information will need to be sent in to Camden Learning well in advance of the FGB meeting for Camden Learning to prepare their answers. At the next FGB meeting the Governing Board will need to be in a position to make a decision on the FGB's preferred option. The three options for the FGB to decide between are: (A) To roll back from the current partnership and for the Headteacher to end working at Rhyl Primary School and return to working full time at Fleet; (B) For the two schools to continue in the current arrangement of sharing a Headteacher and other staff with service level agreements (SLAs); (C) For the two schools to form a federation.
8.	<u>2026 Staff survey and wellbeing</u> 8.1 One governor stated that this academic year had been a very busy one for all the staff in the school, including teachers, cleaners, teaching assistants, premises staff, administration, and leadership. The governor requested that all the staff are invited to a staff wellbeing event at a venue outside the school. The Headteacher agreed and suggested that this event takes place on a date in the second half of the summer term 2026 between 3pm and 5pm. 8.2 <u>One governor asked:</u> Does the school check up on staff wellbeing? Is a wellbeing survey ever carried out? <u>The Headteacher answered:</u> We carry out a staff survey annually and it that includes the staff wellbeing survey. 8.3 <u>One governor asked:</u> How often does the school do a staff survey? <u>The Headteacher answered:</u> We have done this survey every year for the last three years from when the school began working with the NHS Mental Health Team. The results of the survey are usually received by the Curriculum & Standards Committee each year. 8.4 <u>One governor asked:</u> Can the governors hold a staff wellbeing drop in event where we can talk with any staff who come to speak to us? It will be a good way of governors showing the teaching assistants how much they are valued. <u>The Headteacher answered:</u> Yes, but if you do a staff wellbeing event or a focus group then it would need to be staggered across different times of day so that it gives all the staff an opportunity to drop in when they can while still leaving some on duty in the school. The school usually staggers its training sessions across three different sessions so that it gives all staff an opportunity to attend.
9.	<u>Headteacher's report to the FGB</u> 9.1 The FGB received in advance of this meeting the written Headteacher's report. <u>School context data</u> 9.2 There was a slightly higher number of pupils in the school on 7th May 2026 in comparison to 11th March 2026, 221 compared to 219. Of these 196 were in the school not including the nursery. In comparison with the previous year there were 218 overall on 7 May 2025, and 195 pupils not including the nursery on 7th May 2025. 9.3 The number of pupils who have accepted places in reception in September 2026 is currently 29. However this comes with the caveat that pupils who have been offered places sometimes find a place at a different school before September.

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9.4 All year 6 pupils have been offered their first choice places in secondary schools from September 2026. 8 in depth vulnerable pupil matrices for 8 vulnerable pupils at Fleet have been completed and sent to the secondary schools.

Pupil attendance

9.5 The average pupil attendance rate in academic year 2025-26 to date is 93%. This compares to 94.8% one year ago. The Headteacher stated that low level of attendance at school related to a small number of pupils with high levels of absence. These pupils have issues related to Emotional Based School Avoidance, SEND needs, and medical needs including hospital operations. However there has also been a vomiting infection among a wider number of pupils and a small number of chicken pox cases. There has also been a number of pupils who have taken extended holidays during term time, either after seeking authorisation from the school or not.

9.6 The pupil punctuality data was shown in the Headteacher's report. The Headteacher stated that lack of punctuality relates to approximately 40 families in the school who do not have good reasons for bringing their children to school late. The Headteacher reiterated that punctuality is an important life skill for pupils.

9.7 One governor asked: How is the policy on punctuality enforced on the school gate these days? The data suggests the enforcement of punctuality is not working and is not having any impact.

The Headteacher answered: Most pupils are brought to school on time. There are approximately 40 families who continue to bring their children late. Most are a few minutes late. The policy states that if they arrive at 9:01am then they are marked as late. The majority of the pupils who are brought in late by parents have arrived in class at 9:10am. There are a very small number of pupils who are being brought in around 9:40am. The school is trying to work with these late families to improve their punctuality.

9.8 One governor asked: Is it worth the school moving to a soft start by 9:05am like other schools?

The Headteacher answered: No, we are trying to teach these parents about punctuality. If they bring their child into school at 9:01am then they are late because the pupils must arrive in class by 9am.

9.9 One governor asked: The overall pupil attendance rate is lower this academic year in comparison with last year?

The Headteacher answered: Yes there were some families who were taking extended holidays during term time from the beginning of this academic year in September 2025. The time they were away from school meant that those pupils were only going to manage 80% attendance rates. If that rate of absence was spread out across the year then it amounts to those pupils only attending 4 out of 5 days per week.

9.10 One governor asked: So the low attendance rate is mainly being caused by pupils taking holidays in term time?

The Headteacher answered: Yes, it is the persistently absent pupils who are causing this low overall attendance rate for the school. There are a small number of families whose children are persistently absent. Once they have fallen into that persistently absent category it takes a lot of encouragement and work by school staff to encourage them into school.

9.11 One governor asked: You have told us that the borough has reduced the amount of attendance officer support due to last year's good attendance figures by the school. However attendance figures have now dropped back again this year. Is it worth the school paying for an increased amount of educational psychologist time in order to help encourage these persistently absent pupils back into school?

The Headteacher answered: The problem with spending money to do that is because if the school then got another parental request for a pupil to be assessed for an Educational Health Care Plan (EHCP) then that extra educational psychologist time would go to that pupil instead of the persistently absent pupils. The

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pupils who the school desperately needs that Educational Psychologist time to go to are the 'school action plus' pupils, not the persistently absent pupils. Those 'school action plus' pupils are the children who have a slightly lower level of needs than those with EHCPs but the school needs to understand how to support them.

9.12 One governor stated: But if that is what is needed then we could pay for extra educational psychologist time in order to work with those school action plus pupils.

The Headteacher answered: The school cannot currently afford to pay for any more educational psychologist time.

9.13 One governor requested that if the school does end up with some surplus funds then those funds should be used to pay for additional educational psychologist time. The Chair requested that the Headteacher meets with the governors who are requesting this additional educational psychologist time to meet after this meeting in order to discuss the matter.

ACTION: A meeting to take place between the Headteacher, Jason Cooke and other governors who are requesting additional educational psychologist time be purchased in order to discuss the matter.

Academic data

9.14 It was reported that staff are working hard to get a few borderline pupils over the line in order to achieve 70% of pupils with a good level of development in reception year. The pupils who are unlikely to reach a good level of development are those with very high needs or barriers to phonics.

9.15 It was reported that in phonics 73% are on track and are passing now, 5 children are identified as just below and of those 4 are expected to reach the pass level by time of the phonics screening check. If they do this then the school is expecting the percentage of pupils that pass to be 87%. 4 children will not reach the pass level.

9.16 The key stage 1 and key stage 2 spring term data drop was received in the Headteacher's report. Progress was reported to be positive although teacher's predictions were cautious at this stage. The most recent data drop showed that the year 6 maths test showed slightly improved results following observations that pupils were making a lot of careless mistakes in their answers. The school is hoping for about 80% of pupils to pass in the maths SATs with some pupils at greater depth. There is one of the SATs papers that the school does not know how strictly it will be marked and so predictions about pupil outcomes are harder to make.

9.17 One governor asked: What plans are in place to replace the maths lead if they leave the school?

The Headteacher answered: We will wait until the 31st May 2026 deadline for teachers to hand in their notice to leave by the end of this academic year. We will plan next academic year after that point and ask staff who will be in the school if they want to take on subject lead responsibilities.

Premises

9.18 One governor asked: Please can something be done to tidy up the empty caretakers house? It looks like a very untidy derelict building and ruins the aesthetic of the school premises.

The Headteacher answered: Camden have completed the stage 1 feasibility study for the bid to convert the house into a SEND Hub. We have also met with the surveyors. The feasibility study will help when we ask Camden if they will pay for the house to be converted into a SEND Hub, but it will be a big financial outlay for Camden to do that. I am told the correct Camden officers have received the feasibility study.

9.19 One governor asked: Can the exterior of the empty house be tidied up so that it looks nicer in the meantime?

The Headteacher answered: I will ask for the premises staff to tidy up the exterior and cover up or throw away any broken stuff around it.

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	<u>ACTION:</u> Exterior of the empty caretakers house to be tidied up and broken stuff around it to be covered up or thrown away. <u>School objectives</u> 9.20 A document showing the progress against the key School Development Plan priorities was sent to governors with their meeting papers in advance of this meeting. The summer term milestones are end of summer term objectives and so they will not be reported on at this FGB meeting. 9.21 The Headteacher reported that the school has not had time to complete all of its objectives because some staff or pupils have been absent from school and so there are interventions that have not been completed. The Headteacher reported that interventions not being completed by pupils not attending school has not been quantified this year and so data on attendance at interventions will be recorded next academic year. The school has got an extra staff member in to help cover for absent staff members. 9.22 <u>One governor asked:</u> I understand the work on the Zones Of Regulation has slipped this year? <u>The Headteacher answered:</u> Zones Of Regulation was previously embedded at the school but then it slipped when a few new staff joined the school. We have now brought it back to where it was previously. 9.23 <u>One governor asked:</u> Has the school got behind with any curriculum teaching this year? <u>The Headteacher answered:</u> What we found with our most recent conferencing is that the time is quite tight to ensuring that pupils not only know all of the key topics that they need to by the end of this academic year that we planned for them to know at the start of the academic year, but also that they have been taught to confidently talk about these subjects. 9.24 <u>One governor asked:</u> The pupil's art is being displayed at the Camden art exhibition this year? <u>The Headteacher answered:</u> The Camden Art Biennale takes place at Granary Square and represents artwork from every school and every stage of learning. Some of the art work from our pupils will be displayed there. This year it takes place across two weeks rather than one and so we are hoping that all classes will visit the exhibition. <u>SEND</u> 9.25 The Headteacher reported that two of the pupils who had exceptional needs grants (ENGs) last term have now been awarded EHCPs this term. The school also has a lot of ENGs that are coming up for renewal and it is a lot of work for staff to prepare the paperwork. One staff member also reported that it is much harder for pupils to be awarded an ENG now compared to in the past.
10	<u>Budget and Finance</u> <u>End of financial year statement for 2025-26</u> 10.1 The FGB received this document showing the school budget that was set in May 2025-26, the actual income and expenditure in each budget line, and the +/- variance between the budget set and the actual in each budget line. The school was able to end financial year 2025-26 with a budget surplus of £80,603.24. This was a higher surplus than was previously anticipated. 10.4 The end of financial year statement for 2025-26 was signed off by the Chair of the FGB and handed to the School Business Manager. <u>Financial year 2026-27</u> 10.3 The school began this financial year with a budget carryforward of £80,603.24. The school budget that was approved by the FGB and submitted to Camden Finance in March 2026 had an in-year overspend anticipated of £78,953.08. The school is therefore anticipated to end financial year 2026-27 with its financial reserves completely spent other than £1,650.16 remaining.

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	10.4 The approved School Budget for financial year 2026-27 was signed off by the Chair of the FGB and handed to the School Business Manager.
11	<u>Additional finance items</u> 11.1 <u>School fund</u> - The Headteacher reported that the School Fund has a current balance of £76,646.24. It has been agreed that this will be spent on continuing to fund Music Therapy sessions for a group of SEND pupils. 11.2 <u>Credit Card Statements</u> - The Chair of the FGB reported that he has checked the School Credit Card Statements this month and there is nothing that appears to be irregular.
12	<u>Link governor visit reports</u> <u>Physical education (PE) link governor report</u> 12.1 A link governor visit report was received in the meeting papers written by Governor Abdul Al Mamun who met with the PE Lead on 21st April 2026. Governors read and noted this information. 12.2 <u>One governor asked: In comparison how do Rhyl Primary School provide PE lessons?</u> <u>The Headteacher replied:</u> At Rhyl the class takes one lesson per week with the school's PE coach without their class teacher present. The PE coach works at their school every day and also runs breakfast clubs and lunchtime activities. The PE coach also organises the pupils to take part in sports competitions with other schools. 12.3 <u>One governor asked: Is there any additional staff capacity at Rhyl for them to share their PE staff with Fleet?</u> <u>The Headteacher replied:</u> Not at the moment. The Rhyl PE coach works at Rhyl five days a week. However Rhyl is reaching the point where the school cannot afford a full-time PE teacher as well as a full-time music teacher and so the two schools may have to each begin sharing one PE coach and one music teacher across the two sites to save money. 12.4 <u>One governor asked: Can't the PE coach from Rhyl be hired to work at Fleet for 0.5FTE of their time using an SLA?</u> <u>The Headteacher replied:</u> I could ask them if they would want to work with an SLA at Fleet for 0.5FTE. If the two schools were in a federation then we could just ask their PE lead to sign a new contract. 12.5 <u>One governor asked: If the Rhyl PE coach did begin working at Fleet with an SLA would Fleet still need its own PE coach?</u> <u>The Headteacher replied:</u> No. <u>Mathematics link governor</u> 12.6 <u>One governor asked: Do the link governor visit reports in maths come to the FGB meeting or are they received by the Curriculum & Standards Committee?</u> <u>The Headteacher replied:</u> They should be received by the Curriculum & Standards Committee.
13	<u>Any other business</u> 13.1 A number of governors informed the FGB that there had been a number of requests from parents of year 6 pupils asking if the date of the leavers summer barbecue could be rescheduled to take place in a different week towards the end of term. One governor stated that the parent of one year 6 pupil is unable to attend the currently scheduled date because their child is taking part in a European sports tournament abroad on that date. Another governor stated that a number of other parents had also requested a change

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of date, including one parent who has raised a great deal of money for the school and was a key part of the parent teacher association. One governor requested that a mutually agreeable date be arranged between the school and the parents of all the year 6 pupils in order to maintain a good relationship with parents of the school.

13.2 The Headteacher stated that he was not aware of any other parents being dissatisfied with the date that had been scheduled, he had only been aware of one parent who was not able to attend when he first became aware that their child was unable to attend because they were taking part in a European sports tournament abroad.

13.3 One governor asked: Does the year 6 leavers barbecue always take place on the second to last day of term?

The Headteacher replied: Yes, always that second to last day. The only year that was not the case was one year when the last day of term fell on a Monday. The reason the year 6 leavers barbecue always takes place on that penultimate day of term is because once the year 6 pupils have finished their SATs tests they become very difficult to manage in school and so a schedule of events and activities are arranged for them to keep them focused and in school, all culminating in that year 6 leavers barbecue on the penultimate evening of term. The last day of term in Camden is usually a half day of school the following day. Staff are also extremely busy in the last weeks of the summer term and so it is very difficult to ask staff to stay late for a year 6 leavers barbecue prior to that penultimate day of term. It would therefore be very difficult to reschedule the event to a different week towards the end of the summer term. However parents and pupils are welcome to organise their own event after the end of term if they wish.

Remaining meeting dates this year

<u>Full Governing Body</u> 7th July 2026.	<u>Finance & Staffing</u> 24th June 2026	<u>Curriculum & Standards</u> -
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This meeting ended at 7.48pm.

MINUTES TO BE AGREED AT THE 7 JULY 2025 FGB MEETING AND SIGNED ONLINE BY Marcus Boyland, Chair of the FGB.