



FLEET PRIMARY SCHOOL

Minutes and actions from the Full Governing Board Meeting held on Tuesday
7th July 2025 at 6pm **HYBRID**

ATTENDANCE

Marcus Boyland (The Chair)	✓
Don McGibbon (DM) (Headteacher)	✓
Annie Balme (AB)	✓
Rebecca Coombes (RC)	✓
Abdul Al Mamun (AAM)	✓
Ellie Melkuhn (EM)	✓
Kim Issroff (KI)	Stepped Down
Oonagh Pierce (OP)	☒
Sharon Adebola (SA)	✓
Fabrizio Sidoli (FS)	✓
Rehana Mishel Rahman (RMR)	✓
Jason Cooke (JC)	✓
Claire Price (CP)	✓
John Showell (JS)	✓
Sinead Costelloe (SC)	✓
Bukky Epenyong (BE)	✓
Lynley Benbetka (LB)	✓

Others present

Debbie Barry - (DB) (School Business Manager)	✓
Becca Wall (BW) (Deputy Headteacher)	✓
Jane Ware (JW) (Clerk)	✓



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ACTIONS LOG

Date	Item	Action	By Whom	Status
04/02/25	3.1	The Chair to investigate Apprenticeship funding.	The Chair	Completed
04/02/25	5.2	DM to consider inviting prospective parents to FPS shows and holding more open days to attract them.	DM	Completed
04/02/25	7.1	Governors to check and attend training (including Safer Recruitment)	All	Completed
		Governors to attend the Camden Governor conference on 10.5.25	All	Completed
31/03/25	2.14	Remove the nursery charge wording from the letter.	DM	Completed
31/03/25	2.15	2027 to be changed to 2026, in the SLA between Fleet and the governing board - DM.	DM	Completed
31/03/25	3.3	Working party to be developed to formulate a formalised site development plan with spaces such as an ARP.	The Chair	Completed
12/05/25	3.2.2	If any governors (present and not present) want to be involved in the working party for site and alternative resource provision (ARP), they should contact Becca.	Governors	Completed
12/05/25	8.2.2	Re advertise for a parent governor following skills audit. <i>Update: This will be completed in September.</i>	DM	Pending
12/05/25	9.1.1	Clerk to circulate skills audit.	Clerk	Pending
08/07/25	8.2.1	Link governor visits to be scheduled for 25-26 academic year, in accordance with FGB meetings.	DM and the Chair	Pending
08/07/25	8.2.2	All governor visits to the school to be recorded.	Governors	Pending



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PART 1

No.	ITEM
1.	Welcome and apologies for absence
1.1	The Chair welcomed everyone and opened the meeting at 6pm. Apologies were received and accepted for OP.
2.	Declaration of interests for the meeting or otherwise
2.1	There were no declarations of interest for the meeting, (noting that the Chair is a Camden Councillor and the Cabinet Member for Education).
3.	Notification of Any Other Business
3.1	There were no notifications of any other business.
4.	Minutes of previous meeting (31.03.25)
4.1	<u>Confirm accuracy</u>
4.1.1	Subject to minor amendments to attendance, the minutes of 12 May 2025 were APPROVED by governors.
4.2	<u>Matters arising</u>
4.2.1	There were no matters arising.
4.3	<u>Review action log</u>
4.3.1	The actions log was updated (see page 2).
4.4	<u>Chair's actions</u>
4.4.1	There were no Chair's actions.
5.	Committee Reports
5.1	<u>Curriculum and Standards</u>
5.1.1	Governors noted that there had been no meeting since the last FGB.
5.2	<u>Finance and Staffing – JC</u>
5.2.1	Discussions in the Committee were around: • Budget updates • Decreasing the deficit • Nursery funding which is in a positive position but subject to change • Staffing updates • Salary bandings, which were recommended and approved.
6.	Headteacher's report – DM & BW • <u>Head's contextual data</u> • <u>2024-25 SDP priorities</u> • <u>School roll</u> • <u>Behaviour and safeguarding data</u> • <u>Attendance data to summer 1</u>
6.1	Highlights were: • Contextual data has not hugely changed, there are high pupil premium rates and class sizes show 8% vacancies including nursery. Of note, the DfE recommendation is between 5-10% in spare spaces to allow for influx.



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- Three children will not be returning in September, but enquiries are expected for spaces.
- There are 29 confirmed places in reception, with 27 year 6 children leaving, and an offer has been made for a 30th child but there has been no response to date. Two of the incoming children have exceptional needs grants (ENGs) in place and one has an EHCP.
- There are 21 children in nursery so in terms of funding the budgeted figure should be achieved.
- All year 6 leaving children have been placed in schools and Camden transitions day was last week.
- AB participated in the Perform project last week where year 9 Acland Burghley children did a pilot and two workshops around walking with confidence, speaker notes, responding to negative statements and role play, with both children and parents. Outcomes were that parents really like to speak to parents of children already at secondary school about their experiences, and also mobile phones are a big issue. In Parliament Hill the whole of year 7 are not allowed smartphones, which is a positive change. Bridging for children with vulnerabilities was identified as an area of focus and future work.
- Attendance data is above Camden average and really positive, particularly compared to last year and persistent absentees, however this is only up to the end of summer 1 and this term a lot of children are going on holidays early which will impact the final data.
- Lates, marked at attendance after 9am, have come down.
- Fines will be given to parents of children taking holidays early.
- In terms of monitoring and assessment, the third Camden professional partner (CPP) visit was on 3 July 2025. The draft report was received today. There was a learning walk around early years, the CPP sat in on a writing conference with year 3 and 4 early careers teachers (ECTs) and he met with DM, BW and also some years 5 and 6 children to discuss personal, social, health and economic education (PHSE) and safeguarding within the school. The final report will be shared with governors in September's FGB.
- Pupil progress data shows accelerated progress between autumn and summer.
- BW did speech and language therapy (SALT) screening training at the start of the academic year and has run subsequent training and coaching for staff with minimal support from Camden, and this will continue.
- The early years foundation stage (EYFS) greater level of development (GLD) is 69% which is lower than the last couple of years but still around



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national average, and there has been quite high special educational needs (SEN) this year, including two children who arrived with no English. Maths was high this year reflecting the changes in recent years, literacy is still hard in terms of children consistently confidently writing a sentence which is particularly challenging for some. Children continue to do well in phonics despite the high needs in the class.

- The year 4 times table check data was lower than hoped so this will be pushed in year 5. The results were not necessarily reflective of the abilities of the children due to the structure of the test. There is a way to apply to pause between questions, as there are six seconds given for each question so children can become flustered if they struggle with a question. The criteria for this needs to be explored. Notably, a great deal of progress was made even by the children who did not pass the test, which was reflected by the Camden's schools progress competition which measured this.
- Writing is teacher assessed and the score for this was 74%, including 15% at greater depth and this was moderated this year by Camden, who agreed with the school's assessments. Six children did not make it, there is a narrative for each of them and all of them have made good progress.
- KS2 results were received this morning and have not yet been analysed by the school but show national comparisons, and that the school is above national average for writing, reading and maths are also significantly above. The data represents a year on year improvement, including really strong greater depth results.
- SEN last year was 33% but was quite severe and this year's SEN is higher but includes a child who is working at greater depth but has a health condition, so SEN is not necessarily related to academic difficulties.
- Pupil premium is much like last year's.
- Mobility and SEN are the most significant variables in terms of next year.
- Year 4 are a concern regarding maths, writing and reading and will continue to be a focus next year.
- Safeguarding data is similar to the last FGB, there are two new EHCPs in place, SEN is at 29%, another EHCP has been submitted at the parent's request.
- The school has reconnected with the children and adolescents mental health service (CAMHS).
- The trend in recent years of low level behaviour continues and ECTs in years 3 and 4 who can be less confident are supported to manage this.
- The school development plan (SDP) does not have humanities as a separate page but humanities underpins all topics.



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	- Staffing updates were shared. Subject leader roles are being reviewed. BW is going on maternity leave in October so the senior leadership team (SLT) is being reorganised. - The budget agreed at the Easter meeting has been impacted by staffing changes and income changes, and has gone from £90k to just under £100k to just under £60k. - The school fund bank account is £77,528.24 and the Chair continues to have sight of the credit card.
6.2	QUESTION: How is the spread in terms of secondary school destinations? ANSWER: For the girls it is mostly Parliament Hill, and for the boys it tends to be Haverstock or William Ellis. One girl is going to Camden School for Girls. None of the children are going on to private education.
6.3	QUESTION: Does the vulnerability matrix go with the other data that goes across for each child? ANSWER: For every child there is handover data shared via a form by the class teacher, and any children identified as vulnerable which could relate to safeguarding, SEN or any other concerns, and this goes directly to the school via the head of year.
6.4	QUESTION: Do you notice a difference in reception between children that haven't had the Camden Kids Talk and do they need extra support? ANSWER: There has been lots of Camden Kids Talk training for nursery staff so children are coming through having already been assessed, but the reception teacher will be supported by RC to re-screen every incoming child.
6.5	QUESTION: Will the training be rolled out to the rest of then partnership group and do they have a coach? ANSWER: Yes, they already use it. The format is that it is run for the first year and then there is a lead for the setting who is training up, and can then train staff. This will be rolled out to all Camden schools. The project is really invested in becoming long term and sustainable.
6.6	QUESTION: The forest school activity area has been developed and looks great, are there Camden Kids Talk based activities there too? ANSWER: Yes, everything we do in nursery is based around Camden Kids Talk. The parents and teachers' association (PTA) provided some funding for development last year which included some resources and a new Fleet Forest School sign.
6.7	QUESTION: Following the timetables into year 5 which you wouldn't normally do, is there going to be a mechanism to retest and report so that we can see how that progress is going in this meeting? ANSWER: We keep testing them weekly which reflects what they need to know. We will be in a position to report on this at any point in the year.
6.8	QUESTION: In terms of incidents of behaviour in the playground and on school trips, what type of behaviour is this in terms of trips? ANSWER: Not listening or not following instructions straight away, to stress the importance of safety.



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6.9	QUESTION: Did any children go to the primary school careers day at the British Library and how did they find it? ANSWER: Yes and the feedback was really positive.
6.10	QUESTION: The new planting looks great. Who waters that in the summer holidays? ANSWER: The plants have been chosen because they are resilient, this was a consideration when they were planned.
6.11	QUESTION: In terms of secondary school sports, are there opportunities for rounders and netball because it improves confidence for the children when they move on to secondary school? Does the sports coach cover all of the different sports? Basketball and football are the biggest sports at William Ellis. ANSWER: We don't do netball because we don't have the equipment. When opportunities arise they are taken, such as cricket which is running at the moment and the children really enjoy. The PE curriculum is more about skills around sports such as throwing and catching and split into three groups. Year 4 attended a cricket competition on Hampstead Heath. We have run basketball for previous year 6 cohorts that were really interested in it. Currently the year 6s are particularly interested in dodgeball and they are entering into dodgeball competitions.
6.12	QUESTION: How are conversations going about shade in the playground? ANSWER: Umbrellas were tried and break too easily. We need to find some funding for a canopy and this will come to the next Finance Committee.
6.13	QUESTION: Is there CCTV over the side of the school by the infants and PA shed? ANSWER: There is a camera on the back gate next to nursery, but there is nothing in that playground. A single camera is very expensive. The top pitch has a separate system from the other cameras which are on an older system. A comprehensive new system would be very costly.
6.14	QUESTION: Is there anybody at Camden we could talk to about security? ANSWER: There aren't many schools that have CCTV and it would be up to the school to pay for it. Camden may be able to signpost the school to CCTV companies.
6.15	QUESTION: Is much happening in the school grounds over the holidays? ANSWER: Not this summer, no. We are still waiting for the conditioning survey results to come back. No works are scheduled to happen. The Saturday rentals are term time only.
6.16	SEND 135 Partnership - Update
6.16.1	Highlights were: • This year, Primrose Hill rejoined. • In autumn term, we went to the new EYFS settings, work is going really well across sites. • The family support workers work really well together and because there are various classes running at different levels such as English for speakers of other languages (ESOL) running at Rhyl and different levels at Gospel Oak, so it is about ensuring the parents get to the appropriate sessions and getting over the barrier of going for the first time.



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	• A new family support worker will be starting at the school in September and will be supported by more experienced family support workers from the other schools. • There are regular meetings with the heads and there has been work with the University of Sussex. • There were visits to look at the SEN provision at Primrose Hill and site design was a consideration. • A bid was made to Camden under school led initiatives for SEND teaching assistant (TA) training. • In a one form entry school it is difficult for teaching staff to progress and 135 allows the opportunity for this and it is working well. • Objectives have been set for autumn term at which point longer term objectives and targets will be set. • The agreement for DM's time is in place until the end of the next academic year. • In the long term hopefully there will be some cost savings that can be made from the partnership as well as it supporting the wider Camden picture of school sustainability.
6.17	Governors acknowledged the brilliant work of leaving staff members and asked for this praise to be shared with them prior to departure.
7.	Policies
7.1	Governors were advised that the Equalities Policy will come to Autumn 1 as the updated model has not been received yet.
8	Governance
8.1	<u>Membership of the Governing Body and Committees</u>
8.1.1	EM was thanked for her governorship as this was her last meeting, creating a co-opted governor vacancy which would be recruited to.
	It was AGREED that membership would remain the same.
8.2	Governors were asked to complete the Governor Diversity Survey 2025 .
8.2.1	<i>Action: Link governor visits to be scheduled for 25-26 academic year, in accordance with FGB meetings – DM and the Chair.</i>
8.2.2	<i>Action: All governor visits to the school to be recorded – Governors.</i>
8.3	Governors were encouraged to review Camden's training offer.
9.	Impact and Evaluation
9.1	Highlights were: • It has been a good year and the attainment results and attendance data are positive. • Partnership work and the family support worker are huge achievements for this year. • Finance has been a challenge but there is an effective plan in place for this. • Discussion around mobility and the nursery visit was useful. • Governor visits, engagement with staff and availability to parents should be future foci. • Parental engagement and representation continue to be objectives and PTA fundraising events and coffee mornings offer opportunities for this.



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	Events can be flyered at the school gates. Governor surgeries would also offer opportunities to engage with parents.
10.	Any Other Business
10.1	There was no other business.
11.	Confidential
11.1	There were no confidential matters to discuss.
12.	FGB meeting dates 2024-25
12.1	Governors noted the dates for the FGB meetings in 2025-26: • Tuesday 30.9.25 • Tuesday 2.12.25 • Tuesday 3.2.26 • Tuesday 24.3.26 • Tuesday 19.5.26 • Tuesday 7.7.26

The Chair thanked everyone and closed the meeting at 7.30pm.

**MINUTES TO BE AGREED AT THE 30.09.25 FGB MEETING AND SIGNED ONLINE BY
Marcus Boyland, Chair of the FGB.**