

Beaminster School
Minutes of the Full Governing Body meeting held on
Thursday 18th September 2025, 6.30pm

Governors (13):	N Chalkley (NC), D Ennals (DE), P Fleming (PF), K Hales (KH) Headteacher , B Millwood (BM) Chair , G Montague (GM), S A Palmer (SAP), K Patten (KP), S Rollick (SR), C Shead-Jones (CSJ), P Tanner (PT), R Tanner (RT) Vice-Chair , A Taylor (AT).
In Attendance:	R Barnes (RB) Associate member , T Harley (TH) Clerk .

Item	Detail	Actions
70.1.	Welcome & Apologies: Apologies: K Quigley (KG), accepted. Absent: None. The meeting was quorate. Associate member appointments: BM asked governors to approve the appointment of K Quigley, the new Assistant HT and re-appoint R Barnes, whose term of office was due to end on 20 th October 2025, as Associate members of the FGB, with limited voting rights. With a show of hands KG and RB were unanimously appointed as associate members, for 4-year terms. KG from 18 th September 2025, RB from 21 st October 2025	TH - Update governor profiles as required
70.2.	Declaration of Beneficial Interest: None declared.	
70.3.	Minutes of the meeting held on 2nd July 2025 (non-confidential minutes, previously circulated): <ul style="list-style-type: none"> The governors APPROVED the non-confidential minutes, as a true and accurate record and agreed for them to be published on the school website. They were signed by BM. 	TH /NC – publish non-confidential minutes
70.4.	Matters arising and action list update from the minutes: The governors reviewed the minutes and actions NOTING: <ul style="list-style-type: none"> 69.6; UniFrog Demo and certificate folder examples – deferred until next meeting Learning day report from S Gibbs – standards meeting 8th October 69.7; YR11 survey on 6th form. This had not yet been completed, and feedback would be shared at the next FGB meeting. There were now no 6th forms in Crewkerne, and Governors felt this was a great marketing opportunity. 69.10; MFL pathways – standards agenda All other actions were either complete, in hand or on the agenda and there were no other matters arising. 	Update action plan
70.5.	Headteachers Report: (KS4 provisional Dorset data, 4Matrix summary, Fisher Family Trust data, SIP 25-26 draft, previously circulated). KH updated governors NOTING: Exam data <ul style="list-style-type: none"> KS4 provisional Dorset Data; this was confidential accurate data, helpful to all Dorset schools, especially with collaboration. 4+ in English and in Maths showed good progress. The departments had worked hard to raise grades to 5 and higher and were looking at ways to transfer skills between subjects to support students to gain 7+ in both English and Maths. Nationally students achieving grade 7+ in English and Maths was looking to be 26%, with Dorset at 15%, there was a real need to be aspirational with a split forming between mainstream and grammar/independent schools. GQ: This was a great improvement on last year, well done, was the cohort like last years? How many schools in Dorset at still maintained? The cohort was more able than the previous 2 years, as is the current 	

	<p>cohort and the Progress 8 data is probably similar. Students need to achieve well but also progress well. Only 6 of the 19 Dorset schools remained maintained.</p> <ul style="list-style-type: none"> We ranked well (top 2-3) for Grade 4+, but more mid table for grade 7+. English did well in its achievement of Grade 9's, but it was more difficult to obtain 8-9's in Maths. FFT data; this was an early indication of national data with approximately 2/3rds of schools sharing their information. Encouragingly we were in the top 50%, with positive progress. English and Maths were in the top 29%, and grades 7+ in the top 62%, so more work was needed here to raise that profile. 4Matrix GCSE data; this was internal data, shared with departments but with no national information for comparison yet. The target departments; Music, PE and Media Studies were all moving in the right direction with better outcomes. The Residual Performance data allowed departments to compare students against other departments. GQ: What does Maths residual of 0.2 mean? This shows that students achieved 0.2 of a grade better in Maths than in other subjects. It is a reflection on a department on how much better or otherwise they have done on average against other departments. Action: The last 5 years of residual data to be shared at Standards to analyse trends. GQ: What is the APS? It is similar to the Attainment 8 score, but different. It is the total points achieved divided by the number of GCSE's taken by the student. GQ: The RS residue is -0.94, almost one grade lower than other subjects? This is an extra subject most students have to take GQ: Nationally there is a collapse of students taking Computer Science at A Level and degree level. Is the curriculum behind the times? The subject was only introduced 5 years ago, with good numbers taking it up at the start. It is a difficult subject requiring many skills and we only had a dedicated teacher last year. The government needs to review league table courses and good IT teaching at KS3 needs addressing. This is a very fast paced environment. In conclusion the governors agreed that it was an encouraging set of results, with areas to work on. <p>SIP 2025 26 draft</p> <ul style="list-style-type: none"> KH directed governors to the Objectives and asked for feedback on the draft report. GQ: There are a lot of objectives, how achievable is it to give them all the attention they need? Many feel too broad and open to interpretation? The SLT were keen that teachers keep going back to their curriculum plans. If these are right the lessons should go well. Planning was key. SR supported this, explaining that the curriculum plans were tweaked and updated regularly. Some departments were achieving some of the objectives and focusing on others. It was important to have all the objectives on the SIP to capture all departments, to ensure they were all working at the highest level possible. Some of the objectives were year long developments rather than improvements and were also split between curriculum and personal development. Re-ordering them by priority / impact on progress & achievement / whole school was proposed. GQ: Can we evaluate how the SIP maps to the strategic objectives; Strategic WG action. 	<p>Share residual data for trends analysis</p> <p>Ensure SIP maps Strategy objectives</p>
--	--	--

	<ul style="list-style-type: none"> • GQ: Are the DIP accessible to governors and do they align with the SIP? Yes, the departments were working on them now, using the template supplied. Departments chose two items to focus on in the T&L section following the SIP success criteria. • GQ: Can we have more tangible targets in the success criteria to measure against? This was difficult as much as what is seen in the classroom and hard to measure. KH was considering combining the monitoring and success criteria columns to help reflect success. • Departments were being asked to articulate what expected / good progress was, as there were no longer Y9 assessments to measure against. • GQ: What form do student interviews take? The are varied; SLT, HoD, other departments with standardised questions, depending on what was being sought. • GQ: What was the focus on Learning walks? MER (monitoring, evaluation, review) was a standardised system for reporting learning walks and RB tabled a summary timescale for this academic year with key foci to support governors in link meetings and for quality assurance. The paper detailed the principles of teaching and what should be visible in the classroom to support good T&L. • GQ: How are the results analysed and evaluated? Feedback was raised at team leader meetings and once the portal has enough data it will pick up trends well. • Actions; revisit MER later in year to see how the programme is working and how it links with the SIP. BM & KH review link meeting suggested questions and incorporate MER / SIP questions. • GQ: Where in the SIP are students assessed to see what level they are working at? As this is done at each data drop throughout the year, with interventions put in place as needed, it has been removed from the SIP, which is focussed on what needs to be improved / changed. • Action: Governors to email points to include / questions on SIP to KH. 	<p>Review MER programme</p> <p>Update link meeting suggested questions</p> <p>Send questions on SIP to KH</p>
70.6.	<p>Safeguarding (DSL Report, updated Child Protection policy, Low-level Concern policy, KCSiE document, previously circulated):</p> <p>KH updated governors NOTING:</p> <ul style="list-style-type: none"> • KQ had made a positive start and settled in well with statutory staff training completed. • The Dorset model policies for Child Protection and new policy for low-level concerns had been adapted for BS. BM confirmed these had been reviewed and recommended FGB approval of the policies. With a show of hands the governors unanimously approved the policies and agreed to read through and raise any questions with BM & KQ. • The KCSiE update from the DfE had been published. Governors were reminded that they should read and familiarise themselves with the updated document. • Embedding curiosity into our safeguarding culture was a key theme for staff and students this term. 	<p>CP and LLC policies approved</p> <p>All gobs to read policies and KCSiE update</p>
70.7.	<p>SEND Update: KH updated governors NOTING:</p> <ul style="list-style-type: none"> • The new Y7 students and SRP Inclusion Hub lead had all settled in well and TA's had been appointed. Governors were encouraged to visit the new space that had been created. 	
70.8.	<p>Standards Committee: (draft TOR 2025 26 and information on delegations to HT, previously circulated):</p> <ul style="list-style-type: none"> • TOR; no changes were being suggested to the terms, as approved in 2024. With a show of hands the governors unanimously approved the Standards committee TOR, with an annual review. 	TOR approved

	<ul style="list-style-type: none"> Delegation to Head for Non-financial matters: The GB unanimously approved, with a show of hands, to authorise the day-to-day operational duties such as changes to the curriculum, teaching arrangements, appointment of staff, sessions etc to the Headteacher, without the need to go through the GB in the first instance, with an annual review 	Delegation to HT approved
70.9.	<p>Resources Committee (draft TOR 2025 26 and information on delegations to HT, previously circulated):</p> <ul style="list-style-type: none"> TOR; no changes were being suggested to the terms, as approved in 2024. With a show of hands, the governors unanimously approved the Resources committee TOR, with an annual review. Delegation to HT for financial matters. The GB, with a show of hands, unanimously approved to delegate authority to the Headteacher to spend up to £10,000 without having to go through the GB in the first instance, including authority to make virements up to £10,000 and as long as in budget, with an annual review. 	<p>TOR approved</p> <p>Delegation to HT approved</p>
70.10.	<p>Chairs Report (report, circulated through SharePoint): BM introduced her report NOTING:</p> <ul style="list-style-type: none"> It was important that governors attended school events and BM would be producing a full calendar of all events and opportunities, a key document held on the GB SharePoint Stakeholder folder. Next opportunities included the Open mornings on 22-24th September and the Presentation Evening on 9th October. Action: GB review calendar, RSVP to NC. BM had attended the YR7 first day and parent's afternoon which had been a very successful and positive event. Governor learning opportunities; governors were encouraged to engage with the NGA, Dorset Nexus and National College courses and resources. The NGA had recently updated their guide on the new Ofsted inspections. A spreadsheet detailing governor's details and commitments was being compiled to bring the separate documents and information into one. 	Review calendar, attend events, RSVP to NC
70.11.	<p>Governance Committee (Self-evaluation survey papers, Governance TOR, draft Guidance booklet, previously circulated):</p> <ul style="list-style-type: none"> The results of the self-evaluation showed there was nothing of real concern, but a 360 evaluation of the Chair had not taken place, and a skills audit of the GB was needed. The governors discussed amalgamating the different surveys into one, but some felt this would be too time consuming and unwieldy and different surveys were needed at different times. Action: recruitment and skills audit questionnaire to be reviewed at the next Governance meeting. 360 review questionnaire to be compiled and circulated to FGB. Governor vacancies – there were currently 5 vacancies (2 parent, 1 co-opted, 1 authority, 1 foundation) and governors were encouraged to speak with friends and colleagues. Action; TH start parent election process; BM write personal letter to go with election papers. The Guide to Governance had been expanded and currently complemented the induction process and GB Standing orders and Code of Conduct, with the aim to incorporate the different documents into one. Action: Governors were asked to read the guide and forward comments to SAP and RT. The Chair of Governors and the Chairs of Committees proposed changing the Governance Committee to a Steering Committee, focussed on supporting governance, with a changed term of reference. The FGB agreed for the suggested changes to be reviewed at Governance and recommended for approval at the following FGB meeting. 	<p>Governance committee agenda items</p> <p>Write letter and start parent election process</p> <p>Read Guide to Governance – feedback comments</p> <p>Governance agenda item</p>

	<ul style="list-style-type: none"> For the time being the governors unanimously approved, with a show of hands, the current Governance TOR, as circulated. 	TOR approved
70.12.	<p>Link Scheme (Maths & Humanities reports and link commitments, previously circulated):</p> <ul style="list-style-type: none"> Link vacancies; GM agreed to take on the Art link. H&S would come under the Resources Committee. A vacancy remained for the Support Staff link. The exam review meetings would be set for the end of October, and dates would be shared with the link governors. Action: circulate Exam Reviews and DIP's to the link governors prior to the exam review meetings. An AI summary was produced on all of last year's reports to identify trends. It was felt the process should be repeated biannually and shared with the GB. DE asked that the Maths report be discussed at the next Standards meeting, to enable him to feedback the GB response to the department; agreed action. Governors felt the reports were a very informative and helpful in their role as governors 	<p>Update links</p> <p>Circulate dept review meeting dates and DIP to link gobs Produce summary of reports biannually for trends</p> <p>Review Maths report at Standards</p>
70.13.	<p>Clerk's Report (Clerks Report, previously circulated): TJH introduced the report for information NOTING:</p> <ul style="list-style-type: none"> Diversity data; Governors felt the information had not changed significantly enough for this them to need to complete the survey again this year. Business interests; all governors had updated and re-signed their forms and TH would update the information published on the school website to reflect any changes made. School policies; TH had been asked to review the schedule to streamline the review process. TH confirmed that all statutory policies had been reviewed and updated as required. Governor training; Governor Services were recommending that all governors complete the new NGA training course on cyber security and the GB's role in protecting schools. Action; complete training. 	<p>Update published BI</p> <p>Review policy schedule at Governance</p> <p>Complete training</p>
70.14.	<p>Any other business: BM asked governors if they had any other business to discuss:</p> <ul style="list-style-type: none"> It was suggested that the governor lanyards be updated for individual governors. A BS student had received one of the Bridport Literary Festival university student bursaries, worth £9,000. 	
70.15.	<p>2025/26 Meetings,</p> <ul style="list-style-type: none"> Next meeting dates NOTED: <ul style="list-style-type: none"> Standards 8th October 2025, 5.30pm Resources 3rd November 2025, 3.45pm Governance 8th December 2025, 5.00pm FGB 26th November 2025, 9.15am 	
	With no further business the meeting ended at 8.30pm	

Chair.....Dated.....

Item	Action	Owner	By when /report
70.2	Update governor profile with associate appointments	TH	Completed
70.3	Publish minutes.	TH/NC	Completed
70.4	S Gibbs share report on Learning Day with Standards Committee	KH	8/10/25

	UniFrog demo and certificate folders Y11 survey on 6 th form – feedback MFL Pathways Feedback Strategy final version to FGB	KH KH RB AT/KH	26/11/25 ASAP Completed 26/11/25
70.5	Share 5yrs residual data with GB for review of trends at standards Ensure SIP maps strategic objectives Review MER programme Update link meeting suggested questions Send questions on SIP to KH	KH AT/ KH RB KH / BM All Govs	Completed 26/11/25 5/2/26 ASAP Now
70.6	Child Protection and Low Concerns Policies approved – Publish Read CP and LCP policies and KCSiE update	TH / NC All Govs	Completed Now
70.8	Standards TOR approved – publish	TH	Completed
70.9	Resources TOR approved – publish	TH	Completed
70.10	Review calendar, attend school events, RSVP NC	All Govs	Ongoing
70.11	Governance committee agenda items; Recruitment, skills audit, 360 chair questionnaire, proposed change to committee name and TOR. Write letter to support and start parent election process Read Guide to Governance and feedback comments to SAP and RT Governance TOR approved – publish	RT / BM BM/ TH All Govs TH	8/12/25 Completed 8/12/25 Completed
70.12	Update links Circulate dept. review meeting dates and DIP's to link govs Produce summary reports of link meetings biannually for analysis of trends Review maths link report at standards	TH RB RT / AT RB	Completed Completed 11/5/26 Completed
70.13	Update BI report published on school website Review policy schedule at Governance Complete Cyber training with NGA	TH / NC TH / RT All Govs	Completed 8/12/25 ASAP