



## MINUTES OF MEETING OF GOVERNING BOARD

Monday 8<sup>th</sup> September 2025, 7 pm

Oathall Community College

**Present:** Toby Houghton (TDH) Head Teacher; Rowena Chalk (RC) Chair; Nicky Wastie (NW); Vicky Cobb (VC); Sarah Wild (SW); James Horsman (JH).

**In Attendance:** Zoe Froud (ZF)

**Minutes:** Donna Murdoch (DM) Clerk to Governors.

No	Item
1.	<p><b>Apologies and absence.</b> JP, CM, VC &amp; CRC gave their apologies.</p>
2.	<p><b>Declarations of interest.</b> None</p>
3.	<p><b>Senior Leadership Presentation – Year 11 Exam Results</b></p> <p>TDH gave a presentation to the board in relation to the year 11 exam results. Oathall had a great results day and a lot of students had done better than they thought. Overall they are really pleased with the results. This year group joined Oathall after the lock down so it was difficult for them. TDH and the governors would like to recognise all the hard work from the team to help these students achieve these results.</p> <p>The official exam results haven't been published yet but TDH gave an overview of Oathall's results which are above the national average. He said that Oathall will be aiming to be at the top with the higher attaining schools and not focusing on being above the national average.</p> <p>A governor asked a question about what the exam review sessions were. TDH replied that meetings would be held with the heads of Faculty, Deputy Headteacher and himself to review the exam results for that particular faculty.</p> <p>A governor asked if the school celebrated individuals that had excellent exam results. TDH said that there is a protocol not to name students on the website, however, he was considering other options to acknowledge those students.</p>
4.	<p><b>Approval of the minutes of the meeting held on Monday 14<sup>th</sup> July 2025.</b></p> <p>The minutes of the meeting held on 14<sup>th</sup> July 2025 were approved and signed as an accurate record of the meeting.</p>

5.	<p><b>Re-election of co- opted governor</b></p> <p>VC's term as a governor has come to an end and they would like to continue as a co-opted governor. This was proposed by BB and seconded by SW. VC's term will now continue for 4 years.</p>
6.	<p><b>Matters arising not on the agenda.</b></p> <p>None.</p>
7.	<p><b>Business and finance reports.</b></p> <p>There were no reports due to the meeting being held at the start of the new school year.</p>
8.	<p><b>Policies to be approved.</b></p> <p>8.1 Behaviour Policy 2025 - amendments made as per the last FGB and policy approved.</p> <p>8.2 ICT, AI and Social Media Acceptable Use Policy - approved.</p> <p>8.3 Mobile Phone Policy 2025 - approved.</p> <p>8.4 Whole School Food Policy - approved.</p> <p>8.5 Code of Practice for Governors - completed by all governors.</p>
9.	<p><b>Reporting to the governing body</b></p> <p>9.1 <b>Chair</b></p> <p>RC informed the governors that during the summer break she signed off the astro turf project and a new contract for a member of the site team to change their hours. RC complimented the school on the redecoration and refurbishment projects that had taken place during the summer break.</p> <p>RC had a meeting with the Federation Chair of Governors and they will now meet every half term along with the vice-chairs. The next meeting will take place on 16th October and JH will attend in BB's place.</p> <p>RC informed the board that the parent governor elections will take place this month.</p> <p>RC informed the governors that attendance to governor meetings needs to improve and that there is an expectation for them to attend all college functions. The clerk will forward the college diary to the governors again.</p> <p>There was a discussion between the chair and governors regarding school visits and which strands the governors are assigned to. The clerk has written a Schools Visit Policy and this will be forwarded to the governors for review for the next FGB.</p>
9.	<p><b>Reporting to the governing body</b></p> <p>9.2 <b>Head teacher</b></p> <p>TDH informed the board that Oathall is fully staffed and welcomed the new staff that have joined the school including a new member of the senior leadership team.</p> <p>TDH spoke about the re-decoration of the school during the school holidays and new flooring and roofing are some of the improvements that have been made.</p> <p>Oathall's open day will take place on Thursday 18th September from 4 pm.</p>

	The current numbers of students on roll are currently -										
	<table border="1"> <tr> <td>Year 7</td> <td>270</td> </tr> <tr> <td>Year 8</td> <td>277</td> </tr> <tr> <td>Year 9</td> <td>265</td> </tr> <tr> <td>Year 10</td> <td>270</td> </tr> <tr> <td>Year 11</td> <td>256</td> </tr> </table>	Year 7	270	Year 8	277	Year 9	265	Year 10	270	Year 11	256
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Year 9	265										
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10.	<b>Governor visits and individual reports.</b> None due to the start of term.										
11.	<b>SEND/Pupil premium update.</b> There was no update for this meeting.										
12.	<b>Confidential items (to clarify if any of the previous items are confidential).</b> None.										
13.	<b>Any other business.</b> The governors requested that authorisation of off site visits are brought to the board rather than one particular governor. They also asked if they could receive feedback on how future visits went.										
14.	<b>Date of next meeting –</b> Monday 13 <sup>th</sup> October 2025 at 1900 hours										

#### FGB meeting action log

Meeting at which action raised	Details	Who	Timescale	Completed
14.07.25	Complete NGA training – Effective Financial Governance in Schools.  <a href="https://www.nga.org.uk/training/directory/effective-financial-governance/">https://www.nga.org.uk/training/directory/effective-financial-governance/</a>	All	13.10.25	