



## MINUTES OF MEETING OF GOVERNING BOARD

**Monday 27<sup>th</sup> April 2026, 7 pm**

**Oathall Community College**

**Present:** Toby Houghton (TDH) Head Teacher; Rowena Chalk (RC) Chair; Brenda Brown (BB); Nicky Wastie (NW); Carol MacTaggart (CM); Vicky Cobb (VC); James Horsman (JH); John Parry (JP); Emily Lomax (EM); Steve Hall (SH).

**In attendance:** Faye Hatchard (FHD) Deputy Headteacher & Joe Radmore (JRD) Assistant Headteacher.

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

No	Item
1.	<p><b>Apologies and absence.</b></p> <p>Sarah Wild &amp; Richard Carter gave their apologies.</p>
2.	<p><b>Declarations of interest.</b></p> <p>None</p>
3.	<p><b>Senior Leadership Presentation - Inclusion.</b></p> <p>JRD said that he has been looking at the testing protocol that happens for students within Oathall and to make sure that we are identifying the exact need and then consequently put in an intervention program that would address each exact need to ensure that the interventions we're putting in place are working. He would like Oathall to develop an internal provision of support.</p> <p>JRD spoke about the white paper being really supportive of inclusion. He gave an overview of what they are proposing and what inclusion should look like, especially with regard to SEND and the lesser support. JRD spoke about what Oathall is working towards to meet their demands. Any support must be evidence based and there must be a real rationale about exactly what is needed.</p> <p>A governor asked "does the new regime make sense to you"?</p>

	<p>JRD responded that he liked it, in particular the specialist support, the funding, how much that gets assigned and what support has to be in place. He said the downside is that Oathall is going to have to change practice in a very big way. There will be less places available to go to specialist settings so those students with profound needs are going to be expected to come to mainstream schools and we are meant to meet their needs.</p> <p>A governor asked “you’re looking at changes of work practice, what about the actual resourcing of SEND? Is it sufficient?”</p> <p>JRD replied probably not at the moment, this year we’ve managed to get a lot more LSAs involved, but still not covering as much as we need to. The priority area first of all is the alternative provision. There are two aspects of the financial risk - a lot of schools are working at a deficit so looking at how much money we put into paying other providers, rather than what we could invest in like internally and then making sure we are compliant.</p> <p>JRD spoke briefly about the section 19 medical provision, where students are too unwell to attend school.</p> <p>And then also just looking at the compliance to West Sussex and for DFE what they put out and how we follow procedures. So as a result, we have to pay a certain amount to West Sussex in order for them to have something that looks like full time education, but from the comfort of their home, until they’re well enough to come back into school.</p> <p>A governor asked “how many students are on that”? JRD replied about ten but it is ever changing. He said he has talked to a lot of other schools within the federation about how they’re trying to deal with this as well, and it’s trying to put enough support in place to try and encourage them back into school. The problem with it, is that you’re meant to get a blended learning approach, which is about nineteen hours of education a week, of which six hours are in person and the rest is online. However, they haven’t got enough tutors to do the in person tutoring.</p> <p>A governor asked “how is it monitored then”? JRD replied that it is monitored by West Sussex. We just have to keep the lines of communication open to keep those relationships going.</p> <p>JRD spoke of the amount of work involved with alternative provisions to make sure they are compliant.</p> <p>A governor asked “do you think long term it would be more cost effective for us to be doing more of the alternative provision ourselves”? JRD replied it would definitely be cost effective and provided current costs of alternative provision. He said that Oathall could provide some of these provisions internally but that would be a significant change of structure. He gave some examples and the amount that could save the school money that could be reallocated to providing the internal provision. JRD provided a model of how this would look in the future.</p>
4.	<p><b>Approval of the minutes of the meeting held on Monday 23<sup>rd</sup> March 2026.</b></p> <p>The minutes of the meeting held on 23<sup>rd</sup> March 2026 were approved and signed as an accurate record of the meeting.</p>

5.	<p><b>Outstanding Actions.</b></p> <p>Governors key focus areas (strands) to be re-aligned with Ofsted evaluation areas and a school visits schedule established defining each governor's responsibility. This action has now been completed and each governor assigned to an evaluation area.</p>
6.	<p><b>Business and finance reports - end of year 2025 - 2026.</b></p> <p>The business report for the end of year 2025 - 2026 along with the budget monitoring report for the same period were provided to the governors. There were no further comments or questions from the governors in relation to these reports.</p> <p>The astro refurbishment has now been completed and in use.</p>
7.	<p><b>Confidential Item.</b></p>
8.	<p><b>Policies to be approved.</b></p> <p>8.1 Curriculum Policy &amp; Curriculum Structure 2026/2027 - further review required and will be brought back to the next FGB for governors approval.</p> <p>8.2 Inclusion &amp; SEND Policy including EAL Inclusion Policy - reviewed and formally approved by the Governing Body at the meeting.</p> <p>8.3 Complaints Policy - reviewed and formally approved by the Governing Body at the meeting.</p>
9.	<p><b>Chair's Report</b></p> <p>RC &amp; BB attended a Chair &amp; Vice-Chair Federation meeting. Two schools will have a new chair and vice chair starting in the next school year.</p>
10.	<p><b>Headteacher's Report</b></p> <p>TDH attended a meeting in relation to the school rebuilding programme. The project is broken down into 6 phases and the first phase is where they come on site and assess the school. There could be one of three outcomes - the school is completely rebuilt, the second outcome is the refurbishment of the existing buildings, and the third one is a hybrid of the two. So they might build some new blocks and refurbish some others. The 6 phases can take three years plus.</p>
11.	<p><b>Governor Areas of Responsibility &amp; Monitoring Visits.</b></p> <p>BB visited Laura Gyngell, assistant headteacher and designated safeguarding lead on 19th March and a report was provided to the governors. DSL's across the Federation will be visiting each other to carry out an OFSTED type inspection of Safeguarding. Laura is pleased how well the collaboration of DSL's is working.</p>
12.	<p><b>Any other business.</b></p> <p>None.</p>
13.	<p><b>Date of next meeting –</b></p> <p>Monday 18<sup>th</sup> May 2026 at 1900 hours.</p>

### FGB meeting action log

Meeting at which action raised	Details	Who	Timescale	Completed
24.02.26	Governors key focus areas (strands) to be re-aligned with Ofsted evaluation areas and a school visits schedule established defining each governors responsibility.	All	Summer term	27.04.26