MINUTES OF MEETING OF GOVERNING BOARD

Monday 12th October 2026, 7 pm

Oathall Community College

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

In attendance: Faye Hatchard (FDH) Deputy Headteacher; Jo Grimwood-Read Assistant Headteacher

Minutes: Donna Murdoch (DM) Clerk to Governors.

No	Item
1.	**Apologies and absence.** CM gave their apologies.
2.	**Declarations of interest.** None
3.	**Senior Leadership Presentation – Curriculum & Teaching** The Board received an update on the quality of teaching and learning, curriculum development and quality assurance, drawing on findings from the previous academic year, including lesson observations, learning walks, student voice, book scrutiny, data analysis and staff appraisals. Strengths identified included strong classroom routines, effective retrieval practice, exemplary behaviour, improved modelling and questioning, clear learning objectives and the consistent use of visualisers and mini whiteboards. Staff professional development (CPL) on questioning and vocabulary had been positively received, with evidence of increased student participation, improved confidence, greater consistency and collaboration across departments. Areas for further development included stretching higher-attaining students, improving the consistency of feedback and marking, and strengthening vocabulary, reading and oracy. The Board heard that subject-level quality assurance and half-termly reviews had been developed to identify strengths and areas for improvement, inform line management and align departmental

	development plans with the College Development Plan. Staff training and development opportunities were available through scheduled CPL sessions, inset days, departmental meetings and individual appraisal objectives. The current year's CPL priorities are literacy, including reading, writing and oracy, and adaptive teaching, with a particular focus on meeting the needs of students with SEND. Staff will implement and review agreed strategies through a cycle of professional development and collaborative working. Plans are also being developed to strengthen pastoral quality assurance, including reviews of tutor time and Heads of Year, to improve consistency across the tutor programme. In response to governor questions, the school confirmed that mathematics classes are set based on ability at Key Stages 3 and 4, science set form year 9, while English provision varies by key stage, with mixed-attainment classes in Years 7, 8 and 9 and a top set at Key Stage 4. The school acknowledged the potential to strengthen collaboration with feeder primary schools to improve curriculum continuity and ensure students are better prepared for transition to secondary education.
4.	**Approval of the minutes of the meeting held on Monday 7th September 2026.** The minutes and confidential minutes of the meeting held on 7th September 2026 were approved and signed as an accurate record of the meeting.
5.	**Actions:** None.
6.	**Business and finance reports.** There were no reports submitted for this meeting. This is due to the date the local authority requires the returns which don't fall in line with the governor's meetings. Therefore the finance reports will be submitted retrospectively.
7. 7.1 7.2 7.3 7.4	**Policies to be approved.** Instrument of Government: No changes and formally approved by the governing body. Governors School Visits Policy: Action: to add an Inclusion section to the governor visit pro-forma. Approved in principle by the governing body. Accessibility Plan: No changes and formally approved by the governing body. Outdoor Education & Off-Site Educational Visits Policy: No changes and formally approved by the governing body.
8.	**Chair's Report** RC offered a training place regarding complaints to the governors that she is unable to attend. JP has offered to take the place. RC said that it was acknowledged at the governor's strategy day that they don't have a strand for careers. EL has put herself forward and governors were asked if anyone else would like to join this strand with EL.

	Action: To add 'careers' strand to governors areas of responsibility. Any other governor who would like to join this strand to inform the clerk. RC will be conducting individual governor reviews before the end of term on a Monday or a Tuesday. TDH will be running two training sessions for the governors on data and finance.
9.	**Headteacher's Report** TDH discussed a confidential item.
10. 10.1 10.2	**Governor Areas of Responsibility & Monitoring Visits.** Personal Development & Wellbeing report provided by EL & NW who met with Zoe Froud, assistant headteacher on Friday 25th September Governor's Strategy Day Follow Up - EL spoke about actions that have come from this day regarding the skills audit which is to be customised, board development plan and a request to complete an anonymous feedback survey.
11.	**Any other business.** The Governors would like to extend their sincere thanks to everyone involved in the open day.
12.	**Date of next meeting –** Monday 16th November 2026 at 1900 hours.

FGB meeting action log

Meeting at which action raised	Details	Who	Timescale	Completed
12.10.26	Governors requested to add an Inclusion section to the governor visit pro-forma within the Governors Schools Visit Policy.	Clerk	13.10.26	13.10.26
12.10.26	To add 'careers' strand to governors areas of responsibility. Any other governor who would like to join this strand to inform the clerk.	Clerk	16.11.26	16.11.26
12.10.26	Governors that attended the strategy day with Ron Searle to complete an anonymous survey - https://www.surveymonkey.com/r/LRC7JGG	All	21.10.26	02.11.26
12.10.26	Review the Skills audit and inform EL of any additional categories or anything to be changed or removed.	All	21.10.26	02.11.26
12.10.26	Governors to add any questions to the board review survey.	All	21.10.26	02.11.26