



**PARK STREET**  
CHURCH OF ENGLAND  
PRIMARY SCHOOL

**Park Street School Full Governing Board (FGB) Meeting Minutes**  
**Tuesday 27<sup>th</sup> November 2025 at 6:30pm (in person)**  
**Autumn Term 2**

**KEY:** Minutes Questions Responses/Approval Action Required

**Minutes**

Agenda Item	Topic for Consideration, Discussion and Approval
<p><b>1. Introductions, Register of Attendance and Apologies</b></p>	<p>Apologies were received and accepted Laura Oxley (LO), Neil Chippington (NC) and Andrew Day (AD).</p> <p><u>In Attendance:</u>            Laura Kirsop (LK) Chair of Governors (CoG)            Sarah Hawker (SH) Headteacher (HT)            Lorna Atwell (LA)            Ed Green (EG)            Georgina Leadbetter (GL)            Carys Myers (CM)            Chris Sharpe (CS)</p> <p>Kerry Thompson (KT) Clerk/Minutes</p> <p>The meeting commenced 6:40pm at and was quorate.</p> <p>The CoG gave a brief introduction to governors and welcomes the new staff governor, CS. The CoG explained the circumstances of the previous staff governor who submitted their application late but will continue to attend some meetings to provide a SEND update, with no voting rights.</p> <p>EG opened the meeting with a prayer.  <b>ACTION: KT to add CS to GovHub and send notifications to complete declarations.</b></p>
<p><b>2. Declarations of gifts, hospitality, pecuniary interests or conflicts of interests</b></p>	<p>Governors confirmed no relevant declarations of gifts, hospitality, pecuniary interests relating to this meeting.</p>
<p><b>3. Agree FGB Meeting Minutes</b></p>	<p><b>FGB Minutes September 2025</b>            FGB meeting minutes dates September 2025 were agreed as a true account of the meeting and factually correct. No further comments or amendments were received.  <b>ACTION: KT to add approved FGB minutes dated September 2025 in the appropriate approved folder on teams.</b></p>
<p><b>4. Matters Arising / Action Updates</b></p>	<p><b>a) Action Updates</b>  <i>Please see the action record below for full updates.</i></p>

	<p><b>b) Report on an emergency action taken by the Chair since the last meeting.</b>  The CoG confirmed there have been no emergency actions taken since the last meeting.</p>
<p><b>5. Governing Board Business Matters</b></p>	<p><b>Foundation Committee Chair</b>  A governor confirmed AD wished to stay as the Chair of the Foundation Committee (<i>in his absence at tonight's meeting</i>) and that as ex-officio Foundation governor for the parish, this was appropriate.</p> <p><b>Admission Arrangement Updates</b>  The CoG:</p> <ul style="list-style-type: none"> <li>• Shared that four positive responses had been received so far.</li> <li>• Reminded governors of the new oversubscription criteria which would be discussed in the next meeting once consultation has ended and should be published by 15<sup>th</sup> March 2026.</li> <li>• HT provided an update on other schools within the county who have not gone to consultation now but are considering it in the near future.</li> </ul> <p><b>St Philips Visit</b>  The CoG discussed the recent visit from St Philips CofE Primary governors visit, highlighting:</p> <ul style="list-style-type: none"> <li>• Five governors attended from St Philips</li> <li>• That it was good to make connections with other school governors</li> <li>• No actions were raised from the meeting</li> <li>• Expressed hope to be invited to St Philips</li> </ul> <p>The CoG mentioned an online Chair of Governors meeting with other Cambridge church schools and noted:</p> <ul style="list-style-type: none"> <li>• John Young attended from the Diocese</li> <li>• Ways for the schools to work together more</li> </ul> <p>Governors discussed situations/circumstance and challenges being faced in other schools compared with Park Street.</p> <p>A governor raised a discussion about collaborating with other schools and provide a suitable training topic.  <b>ACTION: LK to liaise with other Church schools in the area to collaborate on governor training opportunities.</b></p> <p><b>Staff Governor</b>  <i>The new staff governor was introduced and welcomed at the beginning of the meeting.</i></p>
<p><b>6. Headteacher Report (Verbal)</b></p>	<p><i>The HT report was shared prior to the meeting.</i></p> <p><b>Pupil Information</b>  The HT confirmed:</p> <ul style="list-style-type: none"> <li>• 115 pupils on roll</li> <li>• 7 first choice for September 2026</li> </ul>

- There are a few pupils on the waiting list for other year groups but currently at capacity in those years

Governors discussed pupil numbers for next year and considered class numbers.

### **Attendance**

The HT mentioned a dip in attendance data and shared the circumstances of the absences, mainly due to sickness. The HT highlighted an improvement in persistent absences and provided an explanation to the figures in the report.

**GOV: How does this compare to the national average?**

The HT shared attendance is 95.5% which is above the national of 95%.

The HT confirmed three pupils were due to receive attendance letters, spoke with one parent and two letters will be sent. The HT provided an explanation due to hospital appointments for one pupil a letter was not sent.

The HT advised SEND attendance is low, reviewing the data to identify any trends/patterns.

The HT updated governors on a student who is on a part-time timetable who had been suspended several times this academic year. HT confirmed there have been two weeks without any suspensions and how issues are currently improving.

English as an Additional Language (EAL) pupils' attendance and pupil premium (PP) / Free School Meals (FSM) pupils' attendance is high.

### **Staffing**

The HT confirmed there have not been any changes in staff since September 2025.

**GOV: With regards to the teacher returning from maternity leave, have you decided how staff will be allocated yet?**

**HT replied:** Not yet. There are some ideas but cannot be sure/or shared until a member of staff returns from maternity leave. The HT shared Oracy training for the teacher on leave will form part of the keeping touch (KIT) days. The HT advised a staffing review will be carried out to look at part-time/full-time staff, capacity required and where staff will have the most impact.

**GOV: Is there a strain on staff with the aforementioned challenging behaviour? Have the suspensions had an impact on staff morale?**

**Staff Governor/HT advised** staff are supported by each other and leadership team, collectively and consistently encouraging good behaviour, forming/sharing strategies to show a united front and ensure expectations are consistent to support pupils and staff.

The staff governor summarised:

- staff are well, working collaboratively across the school
- willing to support each other
- staff are stepping in to cover without question, a real strength for the school

The CoG raised a conversation with how teachers explain challenging behaviour to the rest of the class, and shared feedback of how a teacher provided reassurance to the class, expectations of pupil behaviour towards staff and what is not acceptable. The CoG explained as an observer it provided a sense of pupil safety and reassurance. It was noted that pupils are also aware of keeping others in their class safe.

### **SDP Updates**

The HT summarised the SDP. Continuing with Oracy, developing the outdoor learning and spirituality.

The HT raised a discussion regarding some issues with the catering company providing lunches which need to be remediated in coming weeks. School Council have requested to speak with the HT as is a priority.

**GOV: What is the catering contract's exit clause?**

HT advised a one term exit clause and how the catering provider will be given a clear improvement timeframe.

Governors discussed in detail:

- Risks of changing provider and moving catering in-house
- The importance of having the right person with a drive for improvement
- The need to start reviewing / remodelling the kitchen and purchase a dishwasher
- Considered Devolved Formula Capital (DFC) Funding which covers building improvements.
- Considered the additional workload for the school
- Noted parents, pupils and HT are not particularly happy with the school meals provision
- Meal uptake data, trends and food education

A governor suggested reaching out to a parent who is an architect who may be able to provide some useful guidance.

**ACTION: HT to contact parent in Owl class to seek advice/guidance on building improvements.**

Governors discussed seeking support from local University of Cambridge Colleges – for example with catering or having some space to start growing food/vegetables.

**ACTION: GL to circulate information from the university about sharing resources.**

<b>7. Safeguarding</b>	<p>The CoG shared feedback from a recent safeguarding visit, which included a review of the SCR.</p>
<b>8. Curriculum Updates</b>	<p>Governors discussed the National Curriculum Review published recently, highlighting key points:</p> <ul style="list-style-type: none"> <li>• Implement Oracy across the school</li> <li>• Focus on citizenship</li> <li>• Environment</li> <li>• Financial literacy</li> <li>• Not specifically clarified primary and secondary schools' expectations (more secondary led)</li> </ul> <p>GOV: How is oracy currently implemented across the school?  HT replied: Looking at different standards for each class, frameworks, guidelines, sharing with children and implementing. Staff have starter conversations to frame a discussion appropriate to the class, help structure and articulate conversations, point of view etc. The HT advised staff are working on oracy, across the school in many subjects, encouraging critical thinking, problem solving and collating evidence for impact.</p> <p>GOV: Were there any subject lead changes this term?  HT advised the RE Lead and Computing Lead have changed, noting outdoor learning is for all staff to continue.</p> <p><i>No further comments or questions were received.</i></p>
<b>9. Resources Updates</b>	<p>Governors reviewed the financial information shared prior to the meeting. The CoG presented the figures, and selected some figures to highlight to governors for discussion:</p> <ul style="list-style-type: none"> <li>• Explained the headings of each column</li> <li>• Considered the predicted figures year end</li> <li>• HT confirmed the staff back pay (pay awards) will be paid this month</li> <li>• The next FGB meeting governors will see the impact of pay changes to the budget</li> <li>• Reviewed the Finance Manager's written commentary</li> <li>• HT explained the process for receiving capital funding</li> </ul> <p>GOV: What reserves did we carry forward and how do we manage this going forward?</p> <ul style="list-style-type: none"> <li>• The CoG explained the carry forward for 25/26 and that there was a policy in place to ensure the reserve does not go beneath a particular threshold without governor consultation.</li> </ul> <p><b>Debts, Write-offs &amp; Virements</b>  No debts, write-off or virements to record.</p> <p><b>HT Expenses</b></p>

	<p>The CoG confirmed a small expense was approved and signed for some plants.</p> <p><b>Capital Projects / Devolved Formula Capital (DFC) &amp; School Condition Allocation (SCA)</b></p> <p>The HT summarised:</p> <ul style="list-style-type: none"> <li>• Reviewed the spreadsheet as there is a need to spend the capital funding</li> <li>• Consider the kitchen as a capital funding project</li> <li>• Apply to the Diocese and the school will need to pay 10%</li> <li>• Consider applying to CSoC for the 10%</li> <li>• Need to complete a condition survey</li> <li>• Other projects include outside lighting, electric meter to be replaced, Velux windows, painting window frames.</li> </ul> <p><b>ACTION: KT to add Capital Funding Projects to the next FGB agenda.</b></p> <p><b>Lettings</b></p> <p>No current lettings.</p> <p><b>HTPM Panel Confirmations – CARRIED</b></p> <p>It was noted the HTPM panel has been booked for 9<sup>th</sup> December 2025.</p> <p><b>ACTION: KT to add HTPM Panel Confirmations to the next FGB agenda.</b></p> <p><b>Pupil Premium (PP) / Sports Premium (SP) Updates</b></p> <p>The HT confirmed the PP needed updating. The PP link governor shared a report from her recent visit. Governors discussed:</p> <ul style="list-style-type: none"> <li>• LA increased PP numbers / criteria</li> <li>• The PP strategy / how funding is spent</li> <li>• Compared the data and overlap of PP and SEND</li> <li>• Considered the contributing factors</li> </ul> <p><b>GOV: Is the link between PP and SEND typical?</b></p> <p><b>HT replied: Similar in most years and common nationally in other schools.</b></p>
<p><b>10. H&amp;S Updates</b></p>	<p>The CoG reported:</p> <ul style="list-style-type: none"> <li>• Review of the H&amp;S spreadsheet and will be updated in due course, following a recent visit.</li> <li>• The monitoring report may flag some actions to add to the tracker.</li> <li>• More will be reported at the next FGB.</li> </ul>
<p><b>11. Strategic Review</b></p>	<p>A Foundation governor raised a discussion regarding questions about religious education and collective worship in school, raised by some parents of younger students. The HT summarised her actions:</p> <ul style="list-style-type: none"> <li>• Shared relevant policies and documents to families</li> <li>• Offered a meeting with the families</li> </ul> <p>Governors listened to the HT feedback from the family/parent meeting.</p>

	<p>Governors discussed this in detail considering inclusion of other faiths, atheists, and different family circumstances. Governors shared experiences from attending Collective Worship.</p> <p>Governors reflected on the intention of the parents and the ethos of the school.</p> <p>The HT confirmed when liaising with potential parents/families during a school visit, clarity is provided of the Christian ethos.</p> <p>The HT shared some personal experiences regarding her work to create a positive ethos in the school. The HT confirmed the school are following best practice guidelines, policies and Church school recommendations.</p>
<p><b>12. Polices</b></p>	<p>The CoG advised a previous (recently resigned) governor (NM) has agreed to work with the school in a voluntary role to support with policy updates. Governors expressed appreciation.</p> <p><b>School Information Published on the website – CARRIED</b>  <b>ACTION: LK to complete School Information Published to the Website check</b></p> <p><b>Children not Collected Policy</b>  Governors approved and adopted the Children not Collected Policy for this academic year 2025-26/recommended review period.</p> <p><b>Statement of Procedures for Dealing with Allegations of Abuse Against Staff</b>  It was noted there were some minor changes to align with the new EPM model versions.  Governors approved and adopted the Statement of Procedures for Dealing with Allegations of Abuse Against Staff.</p> <p><b>Misconduct Policy</b>  Governors approved and adopted the Misconduct Policy for this academic year 2025-26/recommended review period.</p> <p><b>Disciplinary Rules for All Employees</b>  CARRIED</p> <p><b>Grievance Procedure</b>  Governors were content to move to the new EPM model for this academic year 2025-26/recommended review period.</p> <p><b>DBS – Ex Offenders Policy</b>  Governors were content to update in line with EPM model for this academic year 2025-26/recommended review period.</p> <p><b>Mental Health &amp; Wellbeing Policy</b></p>

	<p>A governor raised a discussion regarding the EPM model policy vs the existing policy (based on CCC model). Governors considered the EPM model to be focussed solely on staff, whereas the existing policy considered everyone in the school.</p> <p>Governors approved continued use of the existing policy (based on the CCC model) for this academic year/recommended review period.</p> <p><b>Shared Parental Leave</b> Governors approved and adopted the Shared Parental Leave policies based on the EPM models for this academic year 2025-26/ recommended review period.</p> <p><b>Redundancy Policy</b> Governors discussed the new EPM policy which had lots of changes, and a governor with expertise in this area provided some further guidance. The governors decided they wanted to see this next time with the different options in the model policy considered and edited for the Park St context.</p> <p><b>ACTION: KT to add Redundancy Policy to the next FGB agenda.</b> <b>ACTION: LK to contact NM to ask him to prepare the Redundancy Policy for the next FGB meeting</b></p>
<b>13. SIAMS</b>	The HT summarised a recent visit from the Diocese and confirmed it had gone well.
<b>14. Governor Training</b>	<p>The CoG shared appreciation to governors who had updated the training record this term. The CoG identified the need to complete some induction training for the new staff governor.</p> <p><b>ACTION: CS to attend a governor induction training session via GovHub.</b></p> <p>Governors discussed Ofsted training, and governors who attended shared feedback. Governors considered Diocese training opportunities.</p>
<b>15. Any other Business (AOB)</b>	<i>No AOB to report.</i>
<b>16. Dates for the next FGB meetings</b>	<p><b>Spring Term:</b> Tuesday 27<sup>th</sup> January 2026 at 6.30pm, Wednesday 25<sup>th</sup> March 2026 at 6.30pm</p> <p><b>Summer Term:</b> Wednesday 6<sup>th</sup> May 2025 at 3.30pm inc BUDGET, Wednesday 15<sup>th</sup> July 2026 at 6.30pm</p> <p>EG closed the meeting with a prayer. 20:56</p>

The meeting concluded at 8:56pm

<b>ACTION – FGB November 2025, Autumn Term 2</b>	<b>Responsible</b>	<b>Deadline</b>	<b>Status</b>
<p><b>1. ACTION: KT to add CS to GovHub and send notifications to complete declarations. (1)</b></p> <p><b>UPDATE 3/12/25: Added to GovHub, waiting for registration to confirm declarations.</b></p>	KT	ASAP	Completed

2. ACTION: KT to add approved FGB minutes dated September 2025 in the appropriate approved folder on teams. (3)	KT	ASAP	Completed
3. ACTION: GL to send LK a photo and bio for the website, LR to email Michael to update the website. (4)	GL/LK	Autumn Term	
4. ACTION: Angela to add CS to GIAS at staff governor term of office from 17 <sup>th</sup> November 2025. (4)	Angela	Autumn Term	
5. ACTION: LK to email LA the foundation governor recruitment advert to share with CSoc to include in the next newsletter. (4)	LK/LA	Autumn Term	
6. ACTION: LK to contact NM for locate the Asset Management Plan. (4)	LK	Autumn Term	
7. ACTION: LK to liaise with other Church schools in the area to reach out to collaborate with governor training opportunities. (5)	LK	Autumn / Spring Term	
8. ACTION: HT to contact with Parent L (Rubens Mum) to liaise and seek advice/guidance on building improvements. (6)	HT	Spring Term	
9. ACTION: GL to circulate information about sharing resources. (6)	GL	Autumn Term	
10. ACTION: KT to add Capital Funding Projects to the next FGB agenda. (9)	KT	Spring Term	Noted
11. ACTION: KT to add HTPM Panel Confirmations to the next FGB agenda. (9)	KT	Spring Term	Noted
12. ACTION: LK to contact NM to prepare the Misconduct Policy and the Redundancy Policy for the next FGB meeting in the spring term and update the policy schedule to include the approved policies. (12)	LK/NM	Autumn Term	
13. ACTION: LK to complete School Information Published to the Website check (12)	LK		
14. ACTION: LK to contact NM to prepare the Misconduct Policy and the Redundancy Policy for the next FGB meeting in the spring term. (12)	LK/NM	Spring Term	
15. ACTION: CS to attend a governor induction training session via GovHub. (14)	CS	Autumn / Spring Term	

<b>ACTION – FGB July 2025, Summer Term 2</b>	<b>Responsible</b>	<b>Timeframe / Deadline</b>	<b>Status</b>
1. ACTION: KT to add approved FGB minutes to the folder on teams. (4)	KT	ASAP	Completed
2. ACTION: GL to complete governor induction training. (KT to send the link) (6a) ACTION: GL to send LK a photo and bio for the website.	GL/KT	Autumn Term	Completed
3. ACTION: LK to remove NM/CJ and add GL (6a)	LK	Autumn Term	Completed
4. Action: HTPM Panel to liaise and arrange a date with the HT to complete the HT performance. (6a)	HTPM Panel	Autumn Term	Completed

UPDATE 27/11/25: HTPM has been booked for 9 <sup>th</sup> December at 9:30am			
<del>5. ACTION: LK to update staff, advising comments from the consultation will be received via the office and should collect the responses to present to governors. (6c)</del>	LK	Autumn Term 1	Completed
<del>6. ACTION: LK/SH to liaise to draft a list of consultees (include CSoC). (6c)</del>	LK/SH	Autumn Term 1	Completed
<del>7. ACTION: LK to email (M) with the consultation information to be uploaded to the website. (6c)</del>	LK	Autumn Term 1	Completed
<del>9. ACTION: SH to ensure GIAS is reviewed and updated. (7)</del> ACTION: Angela to add CS to GIAS at staff governor term of office from 17 <sup>th</sup> November 2025.	SH	Autumn Term	Completed
10. ACTION: SH to review criteria/pay grade and the responsibility of the school/HT to mitigate discrimination. (11)	SH	ASAP	Completed
<del>11. ACTION: KT to add Code to Conduct to GovHub for governors to record reading. (12)</del> UPDATE 15/11/25: KT reviewed on GovHub and there is some non-compliance with governor declarations.	KT/ALL GOVS		Completed
<del>13. ACTION: LA to add the vacancy to the newsletter for a finance experience governor application. (14)</del> UPDATE 27/11/25: Governors discussed putting an advert in the CSoC newsletter. ACTION: LK to email LA the foundation governor recruitment advert to share with CSoC to include in the next newsletter.	LA	Autumn Term	Completed, action noted above.

<b>ACTION – FGB July 2025, Summer Term 2</b>	<b>Responsible</b>	<b>Timeframe / Deadline</b>	<b>Status</b>
<del>3. ACTION: SH to liaise with AD to gain opinions of information of funding received/allocated to schools from CSoC</del> (ACTION 3: May 2025 FGB Minutes) UPDATE 27/11/25: LA gave an explanation from recent feedback and confirmed allocation of funding is not being favoured, CSoC have discretion of where funding is allocated/process to follow. The HT highlighted Subject Leadership training for staff development and to consider applying to CSoC.	SH/AD	Autumn Term 2025	Completed
<del>6. ACTION: SH to communicate to parents/the school community to ask for volunteers to complete the smaller jobs. (4a)</del>	SH	Autumn Term 2025	Completed
<del>7. ACTION: KT to add pupil premium update to the Autumn term FGB agenda. (5b)</del>	KT	Autumn Term 2025	Completed
<del>9. ACTION: LK/SH to update the admission changes/considerations document and submit it to the LA, followed by the consultation to be circulated. (7c)</del>	LK/SH	Autumn Term 2025	Completed

ACTION – FGB March 2025, Spring Term 2	Responsible	Timeframe / Deadline	Status
<p>4. ACTION: NM to draft an Asset Management Plan. (6e)</p> <p>UPDATE 16/7/25: NM advised the Asset Management Plan has been drafted but it is not ready to present.</p> <p>UPDATE 27/11/25: Governors discussed the purposes for an Asset Management Plan and noted a previous governor (NM) started a register.</p> <p>ACTION: LK to contact NM for locate the Asset Management Plan.</p>	NM		Completed, noted above.

<b>ACTION</b>	<b>Responsible</b>	<b>Timeframe/ Deadline</b>	<b>Status/ Updates</b>
<b>1. ACTION: KT to update GovHub with the new Chair of Governors. (3)</b>	KT	<b>ASAP</b>	
<b>2. ACTION: <del>KT to add approved minutes dated March 2025, Spring Term 2 to GovHub. (4)</del></b>	KT	<b>ASAP</b>	Completed
<b>3. ACTION: <del>KT to add to the next PMC meeting agenda in the autumn term. (5)</del></b>	KT	<b>Autumn Term PMC</b>	Completed
<b>4. ACTION: AW/CL/ML to liaise and consider composing a letter to admissions officer. (6a)</b>	AW/CL/ML	<b>Summer Term 2</b>	
<b>5. ACTION: AW /PH to include attendance in the next school newsletter to explain attendance figures, data available on MCAS. (6a)</b>	AW/PH	<b>Summer Term 2</b>	
<b>6. ACTION: Contact the village newsletter to request to publish the school's sporting achievements. AW to consider asking year 6 to compose an article for the village newsletter. (6a)</b>	AW/Year 6	<b>Summer Term 2/ASAP</b>	
<b>7. ACTION: AW/CL/PH to liaise to progress the EHCP application made in May 2024 and offer support to parents/encourage parents to make a complaint. (6d)</b>	AW/CL/PH	<b>Summer Term 2</b>	
<b>8. ACTION: AW to circulate the SEF to governor once the new format has been received and the SEF has been updated. (6i)</b>	AW	<b>Once received/ updated</b>	
<b>9. ACTION: KT to add SEN practice/curriculum discussions to the next PMC meeting agenda Autumn Term 2025. (6i)</b>	KT	<b>PMC Autumn Term 1</b>	
<b>10. ACTION: AW to email NT to ask if NT would consider attending an informal meeting with Stir Catering regarding school meals. (6k)</b>	AW	<b>ASAP</b>	
<b>11. ACTION: KT to add draft committee minutes link to FGB agenda for governors to read prior to an FGB meeting. (7a)</b>	KT	<b>Autumn Term</b>	
<b>12. ACTION: KT to add charitable donations to the next RC meeting agenda (7b)</b>	KT	<b>Autumn Term</b>	
<b>13. ACTION: AW/CL/TG to liaise regarding charitable funding. (7b)</b>	AW/CL/TG	<b>RC Autumn Term</b>	
<b>14. ACTION: KT to add RSE Policy/Governor Receptibilities to the next FGB meeting agenda (Autumn Term). (11)</b>	KT	<b>Autumn Term</b>	
<b>15. ACTION: RG to liaise with ?? to review and monitor the responsibilities in the RSE Policy. (11)</b>	RG	<b>Autumn Term</b>	
<b>16. ACTION: AW to add the word Education to the first page of the RSE Policy. (11)</b>	AW	<b>ASAP</b>	
<b>17. ACTION: ALL governors to review profiles on GovHub, update where required. (14)</b>	ALL GOVERNORS	<b>Autumn Term</b>	
<b>18. ACTION: KT to circulate the NGA Skills Audit Template for Governors to complete. KT will input data to present at the next FGB (Autumn Term 2025). (14)</b>	KT	<b>Summer Term</b>	
<b>19. ACTION: ALL Governors to consider alternatives as mentioned by closing early on a Friday. Governors to share thoughts with CL. (15)</b>	ALL GOVERNORS	<b>Autumn Term</b>	
<b>20. ACTION: KT to add Early Closing on a Friday to the next FGB meeting agenda. (15)</b>	KT	<b>Autumn Term</b>	