



Meeting of:	Faringdon Community College Local Governing Committee
Meeting Location, Date & Time:	T4, Faringdon Community College (FCC), Tuesday 7th of October 2025 at 6:30pm
Chair:	Paul Ray (PR, Chair)
Clerk:	Sarah Lonorgan (SL, Clerk)
Quorum Required:	4 Quorum Met: Yes
Governors Present:	Paul Ray (PR, Chair), Jane Braddy (JBr, Co-Vice Chair), Jane Hulse (JH, Co-Vice Chair), Lisa Barker (LB, Headteacher), Gill Day (GD), Samantha Fountain (SF), Sam Gould (SG), Ben Henley (BH), Ann Joseph (AJ), Cheryl Lingard (CL), Kathleen Thomas (KT)
Apologies Received:	Sarah Church (SC), Sam Gould (SG), Ben Henley (BH)
Consent to Absence:	The LGC consented to the absence of SC, BH and SG
Others in Attendance:	Claire Ellson (CE, H&S), Sarah Lonorgan (SL, Clerk)

Meeting Minutes

Governor questions, challenges, and support are shown in italics

Item #	Standing Item / Topic	Minutes	Action(s)	Who
1	Standing Item: Welcome, Apologies, Resignations, Governor Terms of Office	<ul style="list-style-type: none"> The Chair opened the meeting at 18:30. Apologies were tendered and accepted. The Chair welcomed Lisa as the new Headteacher, Ann as a new governor, and Sarah as Clerk to the LGC. 		
2	Standing Item: Notice, Confidentiality and Quorum Requirements	<ul style="list-style-type: none"> Quorum was met. The Committee were reminded to keep discussions confidential. 		
3	Standing Item: Declaration of Interest/Pecuniary Interests	<ul style="list-style-type: none"> No trustee declared a material interest in any of the agenda items. 		
4	Election of Chair and Co-Vice Chairs	<ul style="list-style-type: none"> The Clerk invited nominations for 2025/26. Paul Ray was re-elected as Chair; Jane Braddy and Jane Hulse were re-elected as Co-Vice Chairs. 	– 4.1: Notify the Trust of the reappointments.	Clerk



		<ul style="list-style-type: none"> The Chair highlighted the value of shadowing opportunities for skill development/succession to Vice Chair / Chair positions. 	<ul style="list-style-type: none"> 4.2: Update GIAS and School Website 	CE
5	Standing Item: Approve the minutes from the LGC meeting on 8 July 2025	<ul style="list-style-type: none"> Governors were invited to comment on the minutes of the last meeting dated 8 July 2025; no comments were received. The minutes were approved as an accurate record. 	<ul style="list-style-type: none"> 5.1: Electronically sign off the minutes on Governor Hub. 	PR
6	Standing Item: Actions arising from the LGC meeting on 8 July 2025	<ul style="list-style-type: none"> The Chair reviewed actions arising, thanked governors for prompt completion, and reminded the Governors and Clerk that carry-over items should be progressed ahead of the next LGC on 25 Nov 2025. The Clerk noted which actions were discharged and which needed further carry-over 	<ul style="list-style-type: none"> 6.1: Discharge all outstanding action items from the 8.7.25 LGC meeting 6.2: Add carried over items to the 07.10.25 actions arising list. 	Governors Clerk
7	Standing Item: Health and Safety Update (H&S)	<ul style="list-style-type: none"> CE presented the H&S action list maintained in the 'Every' system. <i>Do you pay a subscription to Every; Do you think it is a sufficient tool to log first aid incidents?</i> CE explained that the system offers Trust wide visibility of H&S risks and that delays in resolving issues relate to resource priorities not system limitations. CE shared that an external two-day audit is due later in 2025 (high-risk areas e.g., Art/DT). <i>What are your plans to reduce the open risk list?</i> LB confirmed ongoing reduction measures and the importance of the routine cycle of internal and external audits. <i>What do we need to do as governors to organise future visits?</i> Contact Josie Miller in the Trust Operations team, who will advise on the next steps. 	<ul style="list-style-type: none"> 7.1: H&S Link Governor to arrange link visit with CE 	JH/CE
8	Site Development	<ul style="list-style-type: none"> CE outlined completed summer site works: roof repairs, boiler replacements, kitchen/catering 		



		<p>upgrades, bathroom improvements, and security measures.</p> <ul style="list-style-type: none"> • <i>Since the upgrade has there been any vandalism? Is there CCTV outside the toilets now?</i> • LB noted reduced vandalism; single sex toilets well maintained but non-gender specific ground floor toilets face more issues (away from classroom view) • Dummy cameras planned; vape sensors on hold due to cost; Staff monitoring behaviour; non-gender specific toilets may be closed temporarily to assess impact. • <i>Are there other non-gender specific toilets available to children?</i> LB confirmed other alternatives are available. • <i>Will this be completed over half-term?</i> Yes, work is planned for half term. • Planning submitted for new two-story teaching block and secure reception (start next summer, ~18 months) • <i>The building works are very close to where exams are held.? Is there a contingency in place to mitigate risk of interruption for students sitting exams?</i> CE confirmed work will be scheduled to minimise disruption. • <i>Are there plans to share the new building works with the staff and pupils?</i> LB confirmed the plans were shared at the Open Evening; Staff updates to be shared at the Staff Weekly Briefing. 		
9	<p>Standing Item: Finance Update</p>	<ul style="list-style-type: none"> • P10 budget shows £53k deficit (better than expected). • Awaiting end-of-year close from the Trust. 2025/26 budget review pending OCC reimbursement; support requested from the Trust. • <i>How do we get more regular visibility of the financials and how the budget is being planned and spent?</i> LB confirmed that she was supportive of more regular financial and budget reviews. 	<p>– 9.1: Share the Pupil Premium report and EOY financial update with Governors at the next LGC.</p>	LB



		<ul style="list-style-type: none"> • <i>How is the budget/PP being used for SEND?</i> • PP report due end of Term 2; but confirmed the report will be shared earlier. • LB advised only students with an EHCP to receive Alternative Provisions will be supported going forward (support for students that are currently being assisted will continue). 		
10	Standing Item: Chair Update / Update from Link Visits	<ul style="list-style-type: none"> • JH scheduled to meet Charlotte (SEN inclusion). • The Clerk reminded the Governors of the importance of completion and upload of Link visit logs to Governor Hub. • A governor recommended raising awareness of confidential student health services. • The Chair emphasised the importance of governor presence in school. • With new governors/skills audit, link roles to be reviewed and finalised. It was agreed they would be finalized outside of the meeting and approved at the next meeting. • <i>Have there been any staffing changes in relation to Link Governor contacts?</i> LB will confirm before the next meeting. • LB emphasized the value of governor attendance and the triangulation of feedback from Governors, staff, and students. • LB proposed the introduction of collective sessions (Terms 2, 4, 6): including student meetings and ‘see the school in action’. 	<ul style="list-style-type: none"> – 10.1: Ensure signs are visible about confidential student health services. – 10.2: Finalise Link roles for the Governing Body for 2025/26. – 10.3: Confirm staffing changes related to link governor contacts. – 10.4: Share potential dates for visits across different days. 	<p>LB</p> <p>PR</p> <p>LB</p> <p>LB</p>
11	Standing Item: Governing Body Update	<ul style="list-style-type: none"> • Attendance list has been published on the website. • Governor page has been updated on the website. • External evaluation of website compliance noted only minor improvements, unrelated to compliance. • Open Evening well received, new marketing positive. 	<ul style="list-style-type: none"> – 11.1: Provide update on key messages from the Chairs’ meeting at the next LGC (25 Nov 2025). 	PR



		<ul style="list-style-type: none"> • Chair to attend first Chairs’ meeting and update next LGC. • The Clerk reminded governors of the CLT online ‘Attendance’ session on 16 Oct 2025 • <i>Which governors are planning to join the attendance training?</i> • Two governors confirmed they will attend and report back at the next LGC meeting. 	<p>– 11.2: Report back key messages/actions from Attendance training at the next LGC.</p>	<p>GD / JH</p>
<p>12</p>	<p>Standing Item: Headteacher’s Report</p>	<p>Vision and Strategy</p> <ul style="list-style-type: none"> • LB presented her refined School Vision: FCC as a ‘Beacon of Excellence’ founded on four promises— Inclusive, Supportive, Nurturing, Experiences. Behaviors. • <i>Have the students seen the new vision?</i> LB confirmed that the new logo with four equally weighted values has been introduced; the full vision will be explained to students in the coming weeks. • The Governing Committee commended the new approach. • <i>Is behavior still an issue?</i> • LB confirmed truancy remains a challenge, improving quality of education and sense of belonging prioritised to address the issue. • LB confirmed FCC’s strategic priorities remain unchanged; but the TCLA has been updated to align with Ofsted requirements. • LB outlined plans to launch a new teaching and learning framework ‘RAMP’ at the next Staff CPLD then to students; includes learning walks, moderation, and tailored support for staff. LB confirmed that all lessons will be pre-planned to ensure every student receives consistent teaching experience. 		<p>Clerk</p>



		<ul style="list-style-type: none"> • LB outlined that consistency across CI remains a priority and advised that she will ask Danielle Masters to attend the next LGC to provide a more detailed update on the school’s approach to teaching and learning • <i>Does this revised approach apply to all staff and does the staff structure support its delivery?</i> • LB confirmed the approach applied to all staff but reminded the Governors that staff performance varied based on experience and capability, so different approaches to continuous improvement were required. • <i>Have you seen evidence of a correlation between staff capability and exam results?</i> LB confirmed there was evidence of a correlation. <p>A-Level & GCSE Results</p> <ul style="list-style-type: none"> • A-Level: positive outcomes (encouraging for sixth form). • GCSE: dips in some subjects (esp. Maths, Business); further work needed. • No Progress 8 due to Covid-related data issues. <p>Attendance & Behaviour</p> <ul style="list-style-type: none"> • Attendance 90.1% YTD — above last year; exploring appointment of 18-hour attendance officer. • Strategy shifting from punitive measures to root-cause solutions; truancy still a focus. 	<p>12.1: Invite Danielle Masters to the next LGC to update on Teaching & Learning (RAMP / CI).</p>	
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		<p>Data & Tracking</p> <ul style="list-style-type: none">• There is a need for a live tracker to better monitor student attendance more intrinsically <p>Leadership & Staffing</p> <ul style="list-style-type: none">• A Head of Department had assumed additional responsibilities; however, this placed strain on the Leadership Team in relation to tasks such as ‘on call’ duties and Senior Leadership Team parking.• An interim Assistant Headteacher position, proposed as a fixed-term contract from January to September, was under discussion with the Trust, although the human resources implications required further assessment.• A pastoral vacancy had arisen, and consideration was being given to appointing an inclusion or isolation manager, with attention to the associated cost impact.• The Senior Leadership Team was expected to prioritise strategic responsibilities over operational tasks. <p>Other Points</p> <ul style="list-style-type: none">• 9-form entry in Year 7 entry questioned due to cost and will be reviewed for future years.• Year 13 cohort smaller than desired; plan to grow.• LB requested that governors submit their questions to the Clerk a week in advance of the LGC meeting to make the meetings more efficient. All present agreed.• The Clerk confirmed she would send a reminder		
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13	Standing Item: School Development Plan / SEF Priorities	<ul style="list-style-type: none"> • SDP remains as previous. • 2024/5 'big excel' used for strategic planning. • SEF is not yet complete due to Headteacher's recent start; to be addressed next term. 	<ul style="list-style-type: none"> – 13.1: Share a progress update on SDP at the next LGC. – 13.2: Share a progress update on SEF at the next LGC. 	LB LB
14	Standing Item: Safeguarding	<ul style="list-style-type: none"> • Safeguarding document approved outside of committee and published on the school website 		
15	Standing Item: SEND	<ul style="list-style-type: none"> • The SEND information report is being finalised and will be published on the school website imminently 	<ul style="list-style-type: none"> – 15.1: Complete report and upload to website 	LB
16	NGA Skills Audit – Review results of collated audits	<ul style="list-style-type: none"> • The Chair extended thanks to governors who completed the audit; one outstanding. • Clerk outlined the dashboard and training links; governors to review lowest-scoring areas and consider training. 	<ul style="list-style-type: none"> – 16.1: Submit outstanding skills audit to the Clerk immediately. – 16.2: Complete and share the dashboard (with training links) with all governors. 	SG Clerk
17	Policies	<ul style="list-style-type: none"> • Whistleblowing policy communicated to all staff and governors. • CE confirmed Staff compliance tracked via 'Blue Sky.' • It was agreed that Maria Button could provide an overview to the Governing Body on training & also on Sixth Form. 	<ul style="list-style-type: none"> – 17.1: Invite Maria Button to share an update on how teacher compliance to policy is captured. 	Clerk
18	Any Other Business (AOB)	<ul style="list-style-type: none"> • LB agreed that a different member of the senior leadership team will be invited to each LGC meeting. The Chair reminded LB that Paul Dibble has an open invitation to attend LGC meetings. • The meeting closed at 20:25. 		
19	Dates of Future Meetings	<ul style="list-style-type: none"> • Meeting 2 – Tue 25 Nov 2025 6:30pm at school. • Meeting 3 – Tue 13 Jan 2026 6:30pm on Teams. • Meeting 4 – Tue 10 Mar 2026 6:30pm at school. • Meeting 5 – Tue 5 May 2026 6:30pm at school. • Meeting 6 – Tue 23 Jun 2026 6:30pm at school. 		



Action Summary (Includes carry-overs and actions agreed on 7 Oct 2025)

#	Action	Who	Due / Target	Status / Source
C02	Invite a member of the restructured SLT to an M1/M2 LGC to share an update on their role	LB	Next LGC (25 Nov 2025)	Carried Over (prev. meeting)
C03	Provide a proposal on Governor involvement in staff/SLT exit interviews.	LB	Next LGC (25 Nov 2025)	Carried Over (prev. meeting)
C04	Confirm mitigation plan so planned building works do not interrupt student exams.	LB / CE	Next LGC (25 Nov 2025)	Carried Over (prev. meeting)
C05	Anyone who has not submitted the skills audit to the Clerk to do so ASAP.	All Governors	Immediate	Carried Over (prev. meeting)
C06	Add student survey results to the next agenda.	Clerk	Next LGC (25 Nov 2025)	Carried Over (prev. meeting)
4.1	Notify the Trust of the re-appointments (Chair & Co-Vice Chairs).	Clerk	Before next LGC	Discharged
4.2	Update GIAS and School Website to confirm Governor continuation.	CE / Clerk	Before next LGC	New (this meeting)
5.1	Electronically sign off the minutes on Governor Hub (8 July 2025).	PR	Immediate	Discharged
9.2	Share the Pupil Premium report and EOY financial update with Governors.	LB	25 Nov 2025	New (this meeting)
10.1	Ensure signs are visible about confidential student health services.	LB	Before next LGC	New (this meeting)
10.2	Finalise Link roles for the Governing Body for 2025/26 (approve at next meeting).	PR / Clerk	25 Nov 2025	Discharged
10.3	Confirm staffing changes related to Link Governor contacts.	LB	25 Nov 2025	Discharged
10.4	Share potential dates for collective visits across different days (Terms 2, 4, 6).	LB	25 Nov 2025	Discharged
11.1	Provide update on key messages from the Chairs' meeting.	PR	25 Nov 2025	New (this meeting)
11.2	Report back on CLT 'Attendance' session (16 Oct 2025).	GD / JH	25 Nov 2025	New (this meeting)



12.1	Invite Danielle to next LGC to update on Teaching & Learning (RAMP / CI).	Clerk	25 Nov 2025	Discharged
13.1	Share a progress update on School Development Plan (SDP).	LB	25 Nov 2025	New (this meeting)
13.2	Share a progress update on SEF.	LB	25 Nov 2025	New (this meeting)
15.1	Complete the SEND report and upload it to the website	LB	29 Nov 2025	New (this meeting)
16.1	Submit outstanding skills audit to the Clerk immediately.	SG	Immediate	New (this meeting)
16.2	Complete and share the governor skills dashboard with training links.	Clerk	25 Nov 2025	New (this meeting)
17.1	Invite Maria Button to present update on CPD / staff policy compliance at next LGC.	Clerk	25 Nov 2025	Carry Over to M4 2026