



Meeting of:	Faringdon Community College Local Governing Committee
Meeting Location, Date & Time:	FCC in Meeting Room T4 - Tuesday 5 May 2026 at 6.30pm
Chair:	Paul Ray (PR, Chair)
Quorum Required:	4 Quorum Met: Yes
Governors Present:	Paul Ray (PR, Chair), Jane Hulse (JH, Co-Vice Chair), Ann Joseph (AJ), Cheryl Lingard (CL), Kathleen Thomas (KT)
Apologies Received:	Jane Braddy (JBr, Co-Vice Chair), Sarah Church (SC), Sam Fountain (SF), Ben Henley (BH)
Others in Attendance:	Lisa Barker (LB - Head Teacher), Claire Ellson (CE) left at 19.25, Charlotte Kitching (CK - left at 19.10) Sarah Lonorgan (SL - Clerk)

Main 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 18:36 and thanked governors and staff for their attendance. Apologies were received and accepted as noted above. JH confirmed her decision to stand down at the end of her current term as a parent governor and vice-chair of governors. The chair reported that a Trust-appointed governor had been approved and would attend the T6 meeting as an observer. It was noted that, with JH standing down, two parent governor vacancies could be progressed through the election process. 		
2	Standing Item: Quorum, Declaration of interests, confidentiality and urgent A.O.B.	<ul style="list-style-type: none"> Quorum was met. No declarations of interest were received. No additional meeting items were raised under AOB. 		
3	Standing Item: Approve the minutes from the 10 th of March 2026 LGC meeting.	<ul style="list-style-type: none"> Governors were invited to comment on the minutes of the last meeting dated 10th March 2026; no comments were received. The minutes were approved as an accurate record and would be signed 		



		by the Chair.		
4	Standing Item: Actions arising and action log from the 10 Mar2026 LGC mtg.	<ul style="list-style-type: none"> All actions arising from the previous meeting were confirmed as completed. 		
5.	Standing Item: Health and Safety.	<ul style="list-style-type: none"> CE presented the H&S update including progress against the Health and Safety audit, Fire safety audit, and Every System records. Governors noted that progress had been made but that some actions - particularly those requiring quotes, contractors or Trust-level support would take longer to resolve. It was reported that there had been no further audit since the last LGC meeting. The next planned audit would be a Fire Safety audit in the summer/end of term. The Trust was bringing schools into line and FCC would not receive a further Health and Safety audit this year. CE outlined that she met regularly with the Trust Health and Safety business partner to review progress and support needed. It was noted that whilst the 'Every' report showed approximately two hundred open issues, some issues had been completed and not closed, some were duplicates, and some categories required checking. A systematic review was underway, with a caretaker tasked with physically checking each item and closing resolved actions. <i>There is one high risk, high priority outstanding action, which is tree management. What is the status on that?</i> It was noted that the first quote received exceeded £7,500 in costs. It was further noted that delays had been caused by tree surgeons declining to accept other contractors' surveys, each requiring their own independent survey at approximately £2,000 per contractor. A third quote was awaited. CE confirmed she would return to the Trust if the matter could not be resolved and would seek to progress using the existing quote, if necessary, staged over one to two years. <i>A risk on the fire audit relates to the number of fire marshals we have, what steps are the school taking to address this?</i> That sounds quite worrying. CE confirmed that fire marshal training was being arranged and that 	<ul style="list-style-type: none"> Action 5.1: H&S link governor to send CE available dates and complete a focused Health and Safety monitoring visit. 	H&S Link Governor



		<p>evacuation plans were being rewritten. LB explained that staff had historically checked their areas during evacuation, but that formal fire warden roles, training and equipment now needed to be put in place.</p> <ul style="list-style-type: none"> • Are there any long-term plans to remove asbestos from the school? • It was explained that asbestos was managed according to risk and assessment. Where it was undisturbed it was managed in situ; removal or further works would be considered when required by assessment or planned works. • How does the school intend to report Every system data to the LGC to support health and safety oversight?" • CE confirmed incidents were recorded on the 'Every' system, with data available day and month. Near misses had been under-recorded; some had been logged as minor incidents. Location-based reporting was being developed. The Clerk confirmed H&S data reports should be included in future LGC reporting. • "How are you tracking and responding to any incidents of violence or verbal abuse towards staff?" • LB confirmed that incidents requiring first aid were recorded on Every under an aggression category. Behaviour data was also managed through e-Praise. LB noted a planned review of all tracking systems for 2026/27 to reduce duplication and consolidate data into fewer packages. • Have we had any link governor visits on health and safety recently? • It was noted that the Health and Safety link governor visit had not yet taken place. CE asked the link governor to send available dates and confirmed that she or the site team could support the visit. 		
6.	SEND and Pupil Premium	<ul style="list-style-type: none"> • CK presented the Pupil Premium (PP) and SEND Impact and Spend Report. • It was noted that FCC had 350 PP students: 242 free school meals/disadvantaged PP students, five previously looked after/adopted from care students and 103 service PP students. • CK explained that the PP budget was mapped against the school's vision and shared examples of the initiatives that the funding had supported. 		



		<ul style="list-style-type: none">• CK explained that SEMH provision was the largest area of additional need and spend. For 2026/27 the school would review SEMH provision, bring the graduated approach together under clearer leadership, increase emphasis on school visits and extracurricular opportunities, and identify further CPD opportunities to support inclusive classrooms.• <i>“Does the funding cover the costs of the school counsellor?”</i>• CK confirmed that the school counsellor was funded through this budget. Thirty students had accessed the counselling, and additional external provision was used where required.• <i>“What do the subsidies that you offer to families relative to trips include?”</i>• CK explained that support was usually a percentage contribution to the trip cost, but that the school also had a trip assistance fund and could consider individual circumstances.• <i>“Some of the initiatives that you have highlighted are not specifically related to PP, for example the Yondr pouches. Does this get challenged?”</i>• CK confirmed that there was no challenge because the funding could be used in line with school need and did not have to benefit only PP students.• <i>“We still have a significant gap between PP students and the rest of the cohort. Do the school’s strategies address that?”</i>• CK and LB explained that there was significant overlap between Pupil Premium, SEND and the lowest reading ages and the strategies were intended to support academic progress, wellbeing, attendance, engagement, and cultural capital. Governors noted that there was no single quick solution, but that trips, reading support, inclusive teaching and SEMH provision all contributed.• <i>“As we’re entering the budget setting process for next year, are you aligned in where and how much of the school’s budget should be ring fenced?”</i>• CK confirmed that the Pupil Premium allocation was ringfenced and that the key priority for next year would be SEMH and strong in-house		
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		<p>provision, to avoid children needing alternative provision where possible.</p> <ul style="list-style-type: none"> • It was noted that retained reserves allowed the school to respond to emergent in-year needs, as had been required this year with SEMH provision. • <i>“Is there also a SEND budget?”</i> • CK explained that the SEND budget was comparatively small and that many SEND needs were supported through Pupil Premium because of the overlap between the cohorts. Current SEND spend included materials, tutoring, intervention, laptops, Lucid Exact and counselling supervision. 		
7.a	<p>Standing Item: SLT Report</p>	<ul style="list-style-type: none"> • LB presented the SLT report and responded to previously shared governor questions. • <i>“What is the main cause of the significant increase in safeguarding concerns?”</i> • LB confirmed that FCC was now using CPOMS differently and recording more contextual information, contacts, and incidents which had led to a change in reported numbers. • LB agreed that the reporting categories needed further consideration so that governors received robust data about safeguarding concerns rather than all CPOMS activity. • <i>“How many of the AP students have EHCPs?”</i> • LB reported that all but one had an EHCP and that funding had been agreed. • Following a governor’s question, LB clarified that Girls on Board and Stride 360 were external or structured interventions, and that a Tier 1 intervention was the first stage of support for a child. • <i>“Why has MFL dropped in importance at FCC? “</i> • LB explained that FCC was not reducing to one language overall. The school would continue to offer three languages, but each Year 7 teaching group would study one language in more depth, rather than two languages with limited time. This was intended to improve learning, engagement, and future uptake. • It was noted that Year 12 French, German, and Spanish would not run in 	<ul style="list-style-type: none"> - Action 7a.1 Revise future safeguarding data reporting in the SLT report so that it distinguishes meaningful safeguarding concerns from wider CPOMS recording 	<p>LB</p>



		<p>September 2026 because numbers were too low to be financially viable, but the offer would be reviewed again for the following year.</p> <ul style="list-style-type: none"> • <i>“How do we ensure that languages do remain an important part of the curriculum?”</i> • LB explained that giving students more time in one language at Key Stage 3 was intended to improve confidence and retention, increasing GCSE and later A-level uptake. Governors noted that some A-level subjects would always attract lower numbers and would need to be supported by growth in larger Sixth Form subjects. • <i>“How will the SLT support those departments to increase numbers for A-level in the future?” Would consideration ever be given to a type of A-level consortium between Trust schools?</i> • LB reported that the Head of Sixth Form had been asked to survey Year 11 students and parents to understand destinations, subject choices, and reasons for going to other sixth forms. LB outlined that Trust collaboration was being explored, including potential collaboration with King Alfred’s on Computer Science, although timetable alignment was a barrier for September 2026. • Governors discussed internal truancy. LB reported that numbers had peaked in Term 3, reduced in Term 4, and were reducing further in Term 5. Strategies included RAMP, mobile phone pouches, shutters on toilet entrances, revised on-call rotas, the return of the isolation manager, Meadowbrook Tier 1 intervention, and targeted support for identified students. • <i>“Are you doing any kind of education with the students relating to mobile phone use?”</i> • LB confirmed that this would be delivered through personal development days and through PSHE, which would be added to the curriculum model. • <i>“Have you updated the behaviour policy include the new mobile phone policy?”</i> • LB confirmed that the behaviour policy had been updated to refer to the mobile phone policy, and that the mobile phone policy. The implementation date would move to 22 June, after the last Year 11 		
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		<p>exam, to avoid operating two systems.</p> <ul style="list-style-type: none"> • LB reported that the mobile phone policy included random checks using metal detectors to identify hidden or additional phones and unauthorised magnets. 		
7b.	<p>Standing Item: Safeguarding</p>	<ul style="list-style-type: none"> • LB provided a safeguarding update and reported that a Rapid Safeguarding Action Plan had been written with support from the Trust. Governors noted that Mark Adams had become the DSL and that the Trust safeguarding lead was supporting training and process improvement. • LB explained that CPOMS practice was being tightened so that information was recorded consistently. It was noted that five staff had completed DSL training through the Education Safeguarding Advisory Team (ESAT) and further training would take place in September. Deputy DSLs were receiving further support on MASH and multi-agency referrals, including the level of detail needed for referrals to meet threshold. • Governors noted that the school was using Friday briefings and the weekly staff bulletin to reinforce safeguarding messages and build the understanding that safeguarding included wider site, access, health and safety and supervision arrangements, not only child protection cases. • It was noted that the Trust had completed a safeguarding review and that the action plan was being implemented with Trust support. • <i>“Do CPOMS records come from the primary to the secondary school?”</i> • LB confirmed that when a primary school used CPOMS, records transferred automatically once the child was registered at FCC. LB noted that the school needed to ensure a clear protocol for reviewing CPOMS history for new starters, including mid-year admissions. • It was noted that the main safeguarding focus was improving low-level reporting, follow-up actions, and the ability to build a full picture of concern over time. • LB confirmed that the revised approach reflected best practice from previous experience and from the Trust safeguarding lead’s work 	<p>- Action 7b.1: Revise future safeguarding data reporting in the SLT report so that it distinguishes meaningful safeguarding concerns from wider CPOMS recording</p>	LB



		<p>across schools.</p> <ul style="list-style-type: none"> • <i>“Is there anything you think we can do as an LGC to help support improvements in safeguarding?”</i> • LB requested that future safeguarding monitoring visits should include the DSL, not only the Deputy DSLs, so that governors could discuss the strategic overview and progress against the action plan. Governors also agreed that safeguarding should remain a standing focus and that governor monitoring reports should be used to frame future questions. • <i>“Do we have enough visibility for staff to see the whole story behind the concern?”</i> LB outlined that CPOMS visibility was broad, and she intended to reduce and clarify the team so that responsibility and case ownership were clearer. 		
7c.	Standing Item: Chairs Report including Trust Updates	<ul style="list-style-type: none"> • The Chair reported that there had not been a Chairs’ Forum since the previous LGC meeting. A further Chairs’ Forum was scheduled for the following week, after which an update would be provided. The Chair had already fed back the LGC’s concerns about the governor monitoring template and ease of use. • Governors noted positive feedback on the governor induction session and agreed that regular induction opportunities should be encouraged, particularly for new governors. • The Clerk agreed to contact the Trust to request a copy of the presentation and to confirm whether further sessions would be scheduled 	Action 7c.1 Raise the governor monitoring template at the next Chairs’ Forum and report back if changes are proposed.	Chair
7d.	Standing Item: Governors Reports and Updates	<ul style="list-style-type: none"> • A governor provided feedback from an informal Quality of Education link visit. She had visited lessons and provision, including GCSE RE, Geography and Bridge, and had seen RAMP in action. • It was noted that the visit was introductory and the next visit in June would have a clearer focus and include more strategic questions. • It was noted that Link governor roles would be reviewed for September considering new governors and skills. 	–	
8.a	Standing Item: T5 Action Plan	<ul style="list-style-type: none"> • LB explained that the Term 4 action plan showed what had been worked on, with yellow indicating items in progress. Items not covered were either not reached or had been deprioritised because they were 	–	



		<p>no longer the immediate priority. The Term 5 action plan was a live working document and reflected current priorities.</p> <ul style="list-style-type: none"> • “What is the purpose of the Action Plan?” • LB confirmed that the action plan was intended to show progress and current priorities, but that it remained a working document and changed as priorities moved. 		
8b.	Standing Item: Finance and Budgeting	<ul style="list-style-type: none"> • LB updated governors on budget and strategic investment priorities. Governors noted that the school currently had an in-year surplus, but that this could be required for significant IT infrastructure, Health and Safety and site improvement work. • LB explained that the Trust IT Director had identified significant infrastructure issues across the school, including Wi-Fi limitations, exposed cabling between buildings, unreliable hall technology, and inadequate CCTV. The total project was estimated at £250,000 and had been broken into stages. The Trust CFO had asked for detailed quotes so that decisions could be made about what the Trust would fund and what the school might fund from the surplus. • Governors noted that the site needed investment in infrastructure and appearance as well as Health and Safety. LB reported that reception had been partly redecorated over Easter, flooring had been replaced, new chairs had been ordered, and a £10,000 charitable donation would fund stage curtains and blinds for the hall. Further hall painting and classroom blinds would be progressed over the summer where possible. • Governors noted that if Health and Safety spend was already at approximately 90% of budget, the 2026/27 budget may need to reflect a higher Health and Safety requirement. 		
8c.	Maximising value from the Trust	<ul style="list-style-type: none"> • Governors discussed where the Trust could add further value to FCC. Existing support from Trust specialists, including subject experts and teaching and learning support, was recognised as helpful. The governor induction was also positively received. • Examples discussed for further support included Trust support with central procurement or contractor frameworks, particularly where the school had difficulty obtaining three quotes. 		



		<ul style="list-style-type: none"> Governors agreed that Sixth Form collaboration across the Trust could be a useful area for exploration, particularly where subject viability was difficult at individual school level 		
9.	Policies and Procedures	<ul style="list-style-type: none"> LB highlighted that there was no maintained schedule identifying which policies are required to be published on the school website, together with their review dates. The Clerk confirmed that she would develop an FCC policy schedule, based on an existing model, to be in place before the start of the 2026/27 academic year. LB reported that parent consultation on the RSHE policy had been completed; feedback was unanimously positive. The policy was not available at the meeting. LB confirmed it would be brought for formal approval at the T6 LGC. It was noted that the Behaviour Policy had been updated to reference the Mobile Phone Policy. The Clerk noted that the Behaviour Policy required a review date to be added prior to formal approval. LB confirmed that this amendment would be made and the policy was approved. 	<p>Action 9a.1: Source a policy overview document from the Trust</p> <p>Action 9a.2: Behaviour Policy to be amended to include a review date and uploaded to the website.</p> <p>Action 9a.3: RSHE Policy to be brought for formal approval at next LGC</p>	<p>Clerk</p> <p>LB</p> <p>LB</p>
10.	Governance and Compliance	<ul style="list-style-type: none"> The Clerk updated governors on governance and compliance. It was noted that the EDI policy remained outstanding because the school-specific back page still needed to be completed and would need to be approved at the next LGC meeting. Training and terms of office were reported to be in a good place. Governors noted that a staff governor vacancy would need to be addressed in September, but that it would be useful to mention the opportunity to staff before the end of term and potentially allow an interested member of staff to observe the T6 meeting. The Clerk noted that there would now be two parent governor vacancies. Four candidates had applied for the parent governor position, and the process would need to be adjusted accordingly. It was noted that future application documentation should include a clear timeline for when applicants would hear back from the school. The LGC discussed the NGA skills audit. The Trust had asked for this to be completed by the next meeting. Governors agreed not to use the full 	<p>Action 10.1: EDI Policy school-specific back page to be completed; policy brought for formal approval.</p> <p>Action 10.2: Staff governor vacancy to be raised at a staff meeting before end of term</p>	<p>LB</p> <p>LB</p>



		<p>45-minute live NGA process, but to complete the audit individually with more framing and discussion so that new governors understood the purpose and scoring.</p> <ul style="list-style-type: none"> • The Chair confirmed that link roles would be reviewed fully and reallocated where appropriate based on skills, interests, and governance need. • Governors were reminded that succession planning for Chair and Vice Chair roles should be considered before the end of the year, so that the LGC was not left unable to make decisions if roles changed at the first meeting of the new academic year. • The Trust Hot Topic session on Ofsted preparation was noted for the following Wednesday. Governors were encouraged to attend if available. • Governors agreed that the online meeting on 2 June would include the budget review and support staff restructure consultation feedback. • Governors discussed the governor involvement morning planned for 19 June. It was agreed that attendance should be checked and that the event should be postponed if there were not enough governors to make it worthwhile. • Governors agreed in principle that the 2026/27 meeting calendar could be built on the same day and broad timing pattern, with care taken in very short terms and to consider whether the final meeting should be later in July where appropriate. 		
11.	Any Other Business	<ul style="list-style-type: none"> • Governors discussed access to online meetings and governor email accounts. It was clarified that, for data protection and information governance reasons, governors should not use personal email accounts to join confidential governance meetings. The Clerk would support with resolving Cambrian email access issues where needed. • No further AOB was raised. 		
12	Next Meeting	<ul style="list-style-type: none"> • The next LGC meeting was confirmed as Tuesday 23 June 2026 at 18:30 at school. • The meeting closed at 20:40. 		



Action Summary (Includes actions agreed on 5 May 2026)

#	Action	Who	Due / Target	Status / Source
5.1	H&S link governor to book a visit with CE and site team	H&S Link Gov / CE	Before T6 LGC	New – M5 May 2026
7a.1	Revise future safeguarding data reporting in the SLT report so that it distinguishes meaningful safeguarding concerns from wider CPOMS recording	LB	T6 LGC 23.06.26	New – M5 May 2026
7b.1	Future safeguarding link governor monitoring visits to be conducted with lead DSL (Mark Adams), not deputy DSL	Link Gov / Clerk	T6 and ongoing	New – M5 May 2026
7c.1	Raise the governor monitoring template at the next Chairs' Forum and report back if changes are proposed.	PR	At Chairs Forum	New – M5 May 2026
9a.1	RSHE Policy to be brought for formal approval	LB	T6 LGC 23.06.26	New – M5 May 2026
9a.2	Behaviour Policy to be amended to include a review date and uploaded to the website	LB	Immediate	New – M5 May 2026
9a.3	Clerk to build FCC policy schedule (website policies and review dates)	Clerk	Before Sep 2026	New – M5 May 2026
10.1	EDI Policy school-specific back page to be completed; policy brought for formal approval	LB	T6 LGC 23.06.26	New – M5 May 2026
10.2	Staff governor vacancy to be raised at a staff meeting before end of term	LB	Before T6 LGC	New – M5 May 2026