

**AUTUMN TERM 2025**

**TURNFURLONG INFANT SCHOOL**

**MINUTES** of the meeting of the Governors of Turnfurlong Infant School held remotely via Zoom on 11th September 2025 at 5.30pm

**PRESENT:**

Mrs C Austin (Chair)  
Mr R Lloyd  
Mrs R Ochiltree (Headteacher)  
Mrs K Sargeant  
Mr A Puri  
Mrs S Hounsell  
Mr I Hanif  
Mr C Skimming

**APOLOGIES:**

Mrs H Burnett  
Mrs L Arnott  
Mr M Mardawan  
Ms Y Rabindranath

**IN ATTENDANCE**

Mrs R Weymouth (Clerk)

The Chair opened the meeting and thanked Governors for attending. Apologies were noted and accepted.

	<b>ACTION</b>
<p><b>1 NOTIFICATION OF ANY OTHER BUSINESS</b></p> <p>There were no items to be discussed under Any Other Business.</p>	
<p><b>2 DECLARATIONS OF INTEREST</b></p> <p>There were no declarations of interest in items on the agenda.</p>	
<p><b>3 POLICIES</b></p> <p>Circulated prior to the meeting, Governors reviewed and agreed the following policies;</p> <ul style="list-style-type: none"><li>• Anti-Bullying</li><li>• Behaviour Policy</li><li>• Charging and Remissions Policy</li><li>• Complaints Policy</li><li>• Child Protection Policy</li><li>• Data Protection Policy</li><li>• E-Safety Procedure</li><li>• Educational Visits Procedure</li><li>• Emergency Closures Procedure</li><li>• Health and Safety Policy</li><li>• Intimate Care Policy</li><li>• Performance Management &amp; Appraisal Policy</li><li>• Privacy Notice for Parents</li><li>• Remote Learning Policy</li><li>• RHE Policy</li></ul>	

The Headteacher advised that RHE is a SIP target this academic year as there will be new statutory guidance that has to be in place from September 2026. The school will do a consultation with parents in the Spring term to explain this and the resources that will be used in school.

**Would you like Governor presence at this?** Responding, the Headteacher advised this would be helpful.

- SEND Information Report
- SEND Policy
- Staff Code of Conduct
- Supporting Pupils with Medical Conditions
- Teaching and Learning Policy
- Attendance Policy

Governors agreed to adopt all Buckinghamshire Council HR Policies as per the following webpage; [Core Buckinghamshire Council HR Policies for Maintained Schools | SchoolsWeb](#)

#### 4 DATES AND TIMES OF FUTURE MEETINGS

The following dates and times of future meetings had previously been agreed:

All meetings 4.30pm

15<sup>th</sup> October 25 – FGB  
 6<sup>th</sup> November 25 – FGB F  
 20<sup>th</sup> November 25 – FGB C  
 11<sup>th</sup> December 25 – FGB  
 12<sup>th</sup> February 26 – FGB F  
 5<sup>th</sup> March 26 – FGB C  
 26<sup>th</sup> March 26 – FGB  
 14<sup>th</sup> May 26 – FGB F  
 4<sup>th</sup> June 26 – FGB C  
 6<sup>th</sup> July 26 – FGB

#### 5 ANY OTHER BUSINESS

There was no further business for discussion at the meeting.

#### 6 CONDUCT OF MEETING

Governors confirmed that the meeting was conducted in an open manner and that all governors were invited to participate and contribute to discussions. It was confirmed that all members of the Governing Board would have access to these Minutes (***with the exception of any Restricted Confidential Minutes***).

All Governors

The meeting closed at 17.47pm.

Signed ..... Date .....  
CHAIR