

**SPRING TERM 2026**

**TURNFURLONG INFANT SCHOOL**

**MINUTES** of the FGB-C meeting of the Governors of Turnfurlong Infant School held at the school and remotely via Zoom on 5th March 2026 at 4.30pm

**PRESENT:**

Mrs C Austin  
Mrs R Ochiltree (Headteacher)  
Mr M Mardawan  
Mrs S Hounsell  
Mr I Hanif (Zoom)  
Mr R Lloyd (Chair)  
Mrs L Arnott (Zoom)  
Mrs K Sargeant

**APOLOGIES:**

Mr C Skimming  
Mr A Puri

**IN ATTENDANCE**

Mrs R Weymouth (Clerk)

**1 WELCOME AND APOLOGIES**

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

**2 NOTIFICATION OF ANY OTHER BUSINESS**

The following items would be discussed under Any Other Business;

- Governor Health Check and best practice
- Emergency Plan

**3 DECLARATIONS OF INTEREST**

There were no declarations of interest in items on the agenda.

**4 APPROVAL OF MINUTES OF MEETING HELD ON 9<sup>TH</sup> FEBRUARY 2026**

Circulated prior to the meeting, Governor approved the minutes of the meeting held on 9<sup>th</sup> February 2026.

**Matters Arising**

Governors were reminded to complete the Financial Skills Matrix and pass this to the School Office.

The Health and Safety Governor would arrange a walk of the school site before 18<sup>th</sup> March 2026.

**5 CURRICULUM UPDATE**

Circulated prior to the meeting, the Headteacher advised;

**ACTION**

**All Gov.**

**H & S Gov.**

- Exciting Educational Visits will continue into the summer term including hatching chicks which is a highlight for children.
- A Relationships and Health Education (RHE) consultation with parents has taken place and there will be a second session on 21<sup>st</sup> April 2026 at 9am.
- There will also be some author visits taking place this term which are exciting and inspirational for children.

### **Read, Write, Inc**

- The school continues to work with the Literacy Hub and is an Intensive Partnership School. This involves termly visits where advisers complete learning walks, meet with staff, SLT and provide feedback.
- Staff training has also taken place which included 2 days in the Autumn term, a development day in December and another in the next week.
- The RWI data circulated includes the sounds and reading books trackers that the school can download from the RWI portal. Children are making good progress in all year groups with attainment in Reception being particularly strong. Attainment in Year 1 and 2 is still an ongoing concern but they are making good progress from their starting points. In terms of context there are some children in Year 1 with significant SEN.

**How is the school using this data?** Responding, the Headteacher advised that children are regrouped every half term to their needs. RWI is taught across the school and whilst Reception do not mix with Year 1 and 2, Year 1 and 2 do mix. Those children that need a lot of support are those with significant SEN and tend to have 1-1 support in place. Some children have been highlighted for tutoring, and this is having noticeable positive impact. Staff can see which children term on term have progressed and which haven't in order to move groups. Moving forward tutoring will be used as an intervention that TAs will do.

**Does the school have any comparator schools in Aylesbury or locally using the same scheme that we could benchmark with?** Responding, the Headteacher advised she would ask liaison schools and the Infant School Headteacher Liaison Group.

HT

- In terms of reading assessments, a decision needs to be taken about children who finish RWI. The school is researching schemes using the Education Endowment Fund and will also seek advice from the School Improvement Partner who is a Literacy Lead.

Governors discussed that from a parent perspective RWI has been excellent.

If the school has a larger proportion of SEN children is there anything to offset that they won't achieve against their non-SEN peers and could skew the data? Responding, the Headteacher advised that there is always context behind the data. Year 2 has a lot of summer born children and SEN. Reception is also heavily summer born.

### **KS1 Data**

The Headteacher advised;

- In Year 2 there are 27 children who are currently below expected in Writing. Maths is similar although slightly stronger.
- It is anticipated that Year 2 data will be similar to the 2023/24 cohort.
- In Year 1 data is stronger and their progress over time is better. There are some children with high needs and EHCPs in the cohort.
- The data is typical of the Spring term.

What support is in place for children not at expected? Responding, the Headteacher advised that Year 1 have a TA in every class and an adult for EHCP children. In Year 2 there are 2 TA's working across the classes. Another TA in Year 2 would have the biggest impact.

- In Year 1 progress is based on where they were at, at the end of the summer term when leaving Reception. Currently 73% are on track or higher to pass the Phonics Screening test and 82% in Maths which is positive.

Does the Literacy Hub also assist with funding tutoring? Responding, the Headteacher advised no. They have provided funding for books.

- In Year 2 in terms of progress, children have made 7.8% progress and are on track or higher. The school has purchased My Maths which parents can log in to in addition to Purple Mash and RWI which are having positive impact.
- In writing progress is 4.4% progress.
- The database the school uses – Sonar, also includes attendance and looks at the impact of poor attendance against attainment.

Where the data states not assessed what does this mean? Responding, the Headteacher advised it may be that the child has significant SEN and cannot access the assessment or that they were not in school.

Have year 1 done a practice phonics test? Responding, the Headteacher advised they have. The Literacy lead has provided useful feedback such as sectioning the test for children and giving them a break in between and using overlays.

**ACTION**

**Do parents know what the phonics test is?** Responding, the Headteacher advised that the Literacy Lead has suggested doing another session for parents. This will be mentioned to Year 1 parents at Parents Evening including where they can get the resources to practice.

**6 PARENT/STUDENT/STAFF SURVEY RESULTS**

There were no surveys to report at the meeting.

**7 GOVERNOR SUBJECT VISIT REPORTS**

There were no Governor Visit Reports for discussion at the meeting.

**8 WELLBEING**

**8.1 STAFF**

Governors discussed that a draft wellbeing survey has been written. It was agreed that the Chair would send this to Mr Mardawan for review and discussion at the next meeting.

**Chair/ M  
Mardawan**

**8.2 STUDENT**

The Headteacher advised that children are now able to play out on the field in better weather leading to increased wellbeing.

**9 OTHER MATTERS**

**9.1 ALPS AND GATES UPDATE**

The Headteacher advised;

- Turnfurlong Junior School (TJS) car park gates are now in place and working. The school has been provided with 3 access fobs.
- The school's car park fencing to enhance safety will be erected during the Easter break.
- The Chair has drafted a letter to TJS Governing Board which will be circulated to Governors for comment before sending.
- There have so far been 21 responses to the ALPS Consultation with 86% supporting the disbanding of ALPS. Of the respondents, 15 were staff and 6 parents. The consultation ends on 23<sup>rd</sup> March 2026.

**Chair**

**9.2 SFVS FINANCIAL SKILLS MATRIX**

This item had been discussed earlier in the meeting.

**10 POLICIES**

There were no policies for review at the meeting.

**11 ITEMS TO NOTE****11.1 USE OF REASONABLE FORCE**

Governors **NOTED** the new guidance from the DfE on Restrictive Interventions, including use of Reasonable Force in Schools, which would come into effect from 1 April 2026. The updated guidance provided greater clarity for schools about when reasonable force may be used, and the importance of clear recording and reporting.

Governors should assure themselves that:

- the school's behaviour and safeguarding policies reflect the current guidance,
- staff are trained and understand when reasonable force may and may not be used,
- incidents are recorded consistently and reviewed for patterns or trends,
- learning from incidents informs practice and training.

The Headteacher advised the Behaviour Policy will be updated to reflect the changes.

**11.2 DFE ATTENDANCE EXPECTATIONS**

Governors **NOTED** the new increased expectations for oversight by leadership and governance from September 2026, by engaging with their indicative Attendance & Behaviour Improvement Expectations (ABIE) and similar school reports. Governors would work to understand the attendance patterns, challenge leaders appropriately, and monitor the impact of strategies over time.

The Headteacher advised that attendance is currently at 95.6%.

**11.3 VIOLENCE AGAINST WOMEN AND GIRLS STRATEGY**

Governors **NOTED** the links in the cross-government strategy focused on preventing abuse, improving safety, and changing attitudes, to the updated RSHE statutory guidance and safeguarding expectations.

**11.4 DFE CONSULTATION CHILD PROTECTION AUTHORITY**

The government was consulting on the Child Protection Authority (CPA), a national body to improve child protection. The consultation sought views on the CPA's proposed functions, governance, and interaction with existing bodies, before the closing date of **5 March 2026**.

**11.5 UPDATED MEETING DIGITAL AND TECHNOLOGY STANDARDS IN SCHOOLS COLLEGES**

		<b>ACTION</b>
	Governors <b>NOTED</b> the changes and updates made to the guidance on 17 November 2025.	
<b>11.6</b>	<b>SEND AND WHITE PAPER DEVELOPMENTS</b>	
	This item would be tabled at the next meeting.	
<b>12</b>	<b>DATES AND TIMES OF FUTURE MEETINGS</b>	
	The following dates and times of future meetings had previously been agreed:	<b>All Governors</b>
	All meetings 4.30pm 19 <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	
<b>13</b>	<b>ANY OTHER BUSINESS</b>	
	<b><u>Emergency Plan</u></b>	
	Circulated prior to the meeting, Governors reviewed the Emergency Plan. Governors asked;	
	<b>The plan does not seem to include how parents will be communicated with in the event of an emergency such as Terrorist incident, Bomb threat?</b> Responding, the Headteacher advised this would depend on the scenario, but she would discuss this with the DHT to make this more explicit.	<b>HT</b>
	<b>Does the school simulate a mock cyber-attack drill annually?</b> Responding, the Headteacher advised this is completed through the JSL IT contract.	
	<b>Does JSL have an SLA that if there is a cyber-attack, how quickly they can get systems up and running again?</b> Responding, the Headteacher advised she would ask the provider.	<b>HT</b>
	<b>Are the emergency numbers sign posted?</b> Responding, the Headteacher advised they are.	
	<b>Are action cards physically printed?</b> Responding, the Headteacher advised they are and are in the Emergency Bag.	
	<b>Would staff use their personal phones during an emergency?</b> Responding, the Headteacher advised they would. The school does have a mobile phone.	

**In the event of evacuation, the plan states that staff and children would so to TJS. Is this still the case?** Responding, the Headteacher advised this could be changed to the school hall as it is a separate building.

**HT**

**Is there a policy to deal with PTSD following an incident?** Responding, the Headteacher advised that the school follow HR procedures for staff. In the event of a major incident the LA’s Emergency Team would also assist.

**What is the threshold for contacting the Emergency Team?** Responding, the Headteacher advised that any incident that may gather media traction would be discussed with them.

**Governance Health Check and Best Practice**

Governors discussed that having complete the SFVS it would be useful to have a better understanding of training requirements for Governors which could include finance training for the board.

It was agreed that the Clerk would circulate a Skills Audit to Governors for completion before the summer term.

**Clerk**

Governors would complete termly subject visits and attend relevant training as an outcome of the skills audit.

**All Gov.**

Governors were reminded to update their training records on GovernorHub.

**All Gov.**

**14 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***).

The meeting closed at 18.04pm.

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

