



Leighton Academy
PART 1 Minutes – SUMMER 2026



Date: Thursday 7th May 2026 at 5:00pm in school

Governors present:

Rachael Dean (RD) – Chair
Nicola Kay (NK) – Vice Chair
Jackie Beeston (JB) – Governor
Helen Holland (HH) – Governor
Carl Lambert (CL) – Parent Governor
Darren Locke (DL) – Governor

Apologies:

Michelle Noble (MN) – Governor
Dr Allan Howells (AH) – Director of Quality – TLP

In attendance:

Samantha Thompson (ST) – Headteacher
Marie Speake (MS) – Staff Representative
Nicholas Jones (NJ) – Staff Representative

Clerk:

Sharon Dutton (SD) – TLP Clerk

Governance and Administration

1. Welcome, Quoracy, Apologies and Declarations

The meeting commenced at 5:03 pm. RD opened the meeting and confirmed with the clerk that the meeting was quorate. Apologies were received and accepted from MN. The Clerk confirmed that DL's appointment is now complete.

2. Minutes of the Previous Meeting and Matters Arising

a) Minutes from the meeting held on 15th January 2026 were approved with no amendments.

b) To review the action log from previous meeting(s).

- White Rose Maths update – see item 4
- Attainment/gender gap report – completed and shared
- Safeguarding training for link governors (NK and DL) – outstanding
- Parents/Carers survey – see item 17
- MFA access issue (JB) – resolved

ACTION: NK and DL to finalise Safeguarding training

3. Membership update

Two vacancies remain: 1 parent and 1 appointed. MN has confirmed that she will renew her term of office when it expires at the end of August 2026.

ACTION: School to arrange a renewed DBS check for MN.

Strategic Direction and Progress Against Priorities:

4. School Improvement Plan (SIP) and Self Evaluation (SEF)

a. to receive an update on progress.

The Headteacher reported that the latest school improvement visit had been postponed due to an Ofsted inspection at another Trust school and has been rescheduled for 25th June 2026. Her report included the following:

- White Rose Math is now fully implemented across all year groups with positive early staff feedback and improved accessibility for pupils.
- Multiplication checks are showing a good improvement with approximately 64% of pupils achieving full marks in practice.
- Predicted outcome in Y1 Phonics Screening is 75% to 80% which is slightly lower than normal and is specific to the challenges the cohort (10% of pupils in Yr1 have an EHCP).
- Clear evidence of progress in writing in EYFS since January. Implementation of Ready, Steady, Write is having a positive impact.
- Data predictions for KS2

Governors **asked** when the moderation exercise would take place and were informed that writing moderation for all years groups was due to take place at Wheelock Primary School with a focus on borderline expected pupils.

b. to receive any school improvement record of visit reports (RoV):

- SIP ROV 15.01. 26 - Lise Houldsworth
- Attendance 03.02.26 – Emma Hooley
- Early Years 09.03.26 – Sally Earl

Quality of Education

5. Admission and Pupil Numbers

The Headteacher presented an update on current numbers:

The Orchard update:

- Pupil numbers are currently 16 and will be at capacity with 20 for September 2026
- Second teacher recruited, due to start on 01.09.26
- Third TA recruited, due to start 01.06.26
- Fourth TA to be recruited in Summer 2 for a start date of 01.09.26

Rest of school:

- 6 new pupils due to start imminently 1 x Y1, 2 x Y2, 2 x Y5. Currently 402 pupils on roll – growing to 408. New starters are mainly due to relocation with no concerns raised.
- Reception has 57 offers filled with three places still to be accepted. Additional demand being managed via a waiting list as per the current Admissions Policy. Welcome packs to be issued once all pupils are confirmed with an Open Evening planned for 23rd June.

6. Curriculum Update

- White Rose Maths is now implemented across the school. Staff training is now complete and peer observation undertaken.
- Exploring 'Rethink Maths' intervention.
- KS2 test arrangements are confirmed with 4 governors attending a briefing today.

7. Pupil Performance

- Early Years GLD predicted to rise to 68% (in line with national average)
- Y1 phonics is likely to be slightly below national average due to cohort context.
- KS2 targets are based on FFT50 targets.
- There is evidence of strong progress from starting points, particularly in Early Years writing.

8. Link Governor Monitoring

Governors received the following link governor monitoring visits:

- Quality of Education – 22.01.2026 (MN/DL). Governors were impressed by high quality teaching, engagement and effective adaptive practice.
- Early Years – 03.02.26 (JB). Governors were impressed by the strong provision, engagement and progress.

Governors **asked** what a “pencil grip” record was and JB explained what this referred to. A discussion ensued around the tracking and recording of pupil development stages through the years.

- Behavior & Attitudes, Personal Development – 26.03.2026 (RD/DL). Governors were impressed by their meeting with the school council who they found eloquent and engaging.
- SEND & The Orchard – 06.05.26 (HH). Although completed prior to the meeting, the report was uploaded post meeting and will be included on the agenda for the next meeting. HH gave verbal feedback describing the SEND provision of the school as “outstanding practice”.

Governors **asked** if The Orchard pupils were ever integrated into the main school and the HT explained that they would be unlikely to cope with this but that there were options for minimum engagement which was what the parents had agreed to.

ACTION: Clerk to include SEND report on agenda for next LGB meeting.

9. Pupil Premium

Governors received the Pupil Premium update March 2026. Key points were:

Cohort & Key Challenges

- **23.7% of pupils (110 children)** receive Pupil Premium.

Five core barriers identified: Mental health and wellbeing, retention of learning, early language development, writing progress and attendance.

Provision & Support

All PP pupils receive **at least two targeted interventions**, including small group/1:1 teaching (English & maths), reading programmes and phonics support, speech & language and pastoral support, tutoring and targeted writing interventions, mental health, counselling, and family support and access to clubs, forest school, and enrichment

Key Developments

- Strong focus on reading, phonics, and writing, including:
 - Investment in *Little Wandle* phonics and new writing units
 - Additional phonics support in Years 1–3
- Year 6 targeted support in reading, writing, and maths (including tutoring and extra sessions).
- Adaptive teaching and staff CPD (e.g., SEND strategies, de-escalation training).

Wider Support & Wellbeing

- Expanded mental health and therapy provision, including counselling and behaviour support programmes.
- Forest school provision prioritised for PP and SEND pupils.

Attendance Focus

Attendance remains a concern for a minority of PP pupils and increased work with families and staff training aims to improve engagement and consistency.

Tracking & Impact

Progress is closely monitored using provision maps and Venn diagrams, assessment data and interventions tracking. Data shows variable attainment across year groups, with many pupils working at expected levels but fewer at greater depth. Overall, the school has a comprehensive, multi-layered support approach for Pupil Premium pupils, with strong emphasis on literacy, wellbeing, and

targeted intervention. Attendance and consistency of impact remain key areas for improvement and there is an ongoing focus on identifying eligible pupils to maximise funding impact.

Personal Development

10. Attendance

a) Governors received the latest data.

Attendance has been showing a steady improvement at 95%, which is close to national average.

Persistent absence has been reduced by 3.1% and key strategies are:

- Attendance plans
- Identifying triggers
- Staff training
- Parent engagement including increased written communication.
- Transport support for appointments.
- Tracking attendance for pupils moved to The Orchard

Termtime holiday request have increased significantly and there have been 11 notices issued.

Governors **asked** why requests would be partially authorised. HT explained that requests would be granted for a minimum of days (e.g. one day either side of an event or religious holiday) and not the full number of days requested.

The HT outlined to the governors how penalties were applied and explained that the local authority don't communicate to the school which penalties have been processed.

b) To receive any reports from the Trust.

See item 4b.

11. Rewards and Behavior

The headteacher reported no significant changes since the last meeting.

Welfare

12. Safeguarding

The Headteacher reported that the safeguarding caseload is increasing within the school with a high workload due to reporting and meetings. In addition to the numbers reported there are a further 13 pupils being supported due to multi-agency involvement such as MARAC, Operation Encompass, court orders, bail conditions etc. Common patterns in areas of risk include domestic violence, parental disputes and acrimonious relationships, parental mental health and parental substance misuse.

13. Welfare and Wellbeing – Students

- Forest School initiative progressing positively
- Strong pupil leadership roles have been set up and maintained (e.g. Ambassadors, Safeguarding squad)
- Positive pupil voice and engagement observed.

A discussion took place regarding the challenges around preparing and supporting Yr7 for the transition to secondary education.

14. Welfare and wellbeing – Staff

Staff training is ongoing including in the areas of SEND, de-escalation and adaptive teaching. There is evidence of professional development resulting in increased confidence.

Local Matters and Stakeholder Engagement

15. Policies

The following policies were reviewed and approved:

- Charging and Remissions
- Smoke Free Policy
- Medical Conditions in School Policy (now on website)

The Clerk confirmed that the School Food policy is no longer a statutory requirement.

16. Governor Training Update

The Clerk confirmed that all governors are expected to undertake the NGA Cyber security training module. Equivalent training is acceptable. Governors to update their GovernorHub records accordingly before the start of the new academic year.

ACTION: Governors to complete Cyber security training.

17. Stakeholder Engagement - Parents/Carers

- Survey feedback is overwhelmingly positive.
- 100% of respondents would recommend the school.
- Key areas for development are consistency in communication and improvement in drop-off arrangements.
- Actions planned to address feedback

18. Stakeholder Engagement – Wider Community

RD reported that as chair of the PTA CL and his fellow members continue their exceptional work raising valuable funds for the school and connecting the school community with funding for Forest School progressing well.

19. Communication to the Trust

RD's Chairs report outlined the following:

Strengths:

- Continued progress in EYFS with support from Early Years Trust Lead SE
- Targeted GLD is 68%, which would represent a sizeable increase from last year (55%)
- Interventions have begun - **LGB acknowledge that staffing inconsistencies are at times impacting this and are to seek further info from SLT.**
- High quality interactions observed by both LGB link governor and SE on recent visits.
- Clear progression evident with Ready Steady Write
- Continued growth of The Orchard – at capacity by Sept 2026
- LGB acknowledge the excellent work and the calm and stable atmosphere – all evident in recent parent feedback survey.
- Ongoing work on attendance with Persistent Absentees decreased by 3.1% since last LGB report.
- Successful introduction of Forest School and its impact.

20. Communication from the Trust

- RD attended the Chair's Forum and uploaded her report on GovernorHub
- Update on Ofsted framework preparedness
- Increased expectation of governor training and knowledge
- Skills audit to be completed with deadline mid-May.

21. AOB

- RD requested that governors acknowledge/respond to communications promptly.
- Clerk requested outstanding governor biography (CL) to be completed.
- NK sent her apologies for the meeting 02.07.26

There being no further business to discuss the Chair thanked everyone for their input and the meeting closed at 7:05pm.

Date and time of next meeting: Thursday 2nd July 2026 at 5:00 pm

Minutes approved:

Date:.....

ACTION LOG FOR MEETING 07.05.26

Ref	Action	By whom	By when
2	Finalise Safeguarding training	NK/DL	02.07.26
3	School to arrange a renewed DBS check for MN.	HT	31.08.26
8	Include SEND report on agenda for next LGB meeting.	Clerk/HH	02.07.26
16	Complete Cyber security training.	Governors	31/08/26