The Learning Partnership

Leighton Academy
PART 1 Minutes – SUMMER 2026

Date: Thursday 2nd July 2026 at 5:00pm in school

Governors present:	**In attendance:**
Rachael Dean (RD) – Chair Darren Locke (DL) – Governor Michelle Noble (MN) – Governor **Apologies:** Nicola Kay (NK) – Vice Chair Jackie Beeston (JB) – Governor Helen Holland (HH) - Governor Carl Lambert (CL) – Parent Governor Marie Speake (MS) – Staff Representative Dr Allan Howells (AH) – Director of Quality – TLP	Samantha Thompson (ST) - Headteacher Nicholas Jones (NJ) – Staff Representative **Clerk:** Sharon Dutton (SD) – TLP Clerk

Governance and Administration

1. Welcome, Quoracy, Apologies and Declarations

The meeting commenced at 5:07 pm. RD opened the meeting and confirmed with the clerk that the meeting was quorate. Apologies were received and accepted from NK, JB, HH and CL. Apologies were also received from MS and AH.

The Clerk reminded governors that annual confirmations and declarations will need to be reconfirmed for the new academic year 2026/2027.

2. Minutes of the Previous Meeting and Matters Arising

a) Minutes from the meeting held on 7th May 2026

These were approved with no amendments.

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

- #98 - Safeguarding training for NK and DL

The safeguarding training action remains outstanding. Governors noted that this was dependent on training being arranged centrally and annually. The clerk confirmed that a new session would take place during the autumn term, led by the central team. Governors would be notified.

- #148 – Cyber training -

Governors were reminded to undergo Cyber training as requested. RD confirmed hers were complete.

ACTION: Clerk to resend the training link to those governors whose training is outstanding.

- #159 – DBS renewal for MN

MN & ST to get together (with required documents) before the end of term to action this

3. Membership update

The Clerk confirmed there had been no changes to the membership of the LGB and current vacancies remained under consideration. Discussion took place regarding succession planning for the Chair role. The Chair formally notified the Board that her term of office would end on 31 August 2028 and that she intended to step down at that point. Early notification was welcomed and governors agreed that this provided adequate time to plan succession arrangements and support leadership continuity. Governors discussed the benefits of a structured transition model, drawing on previous successful examples within the LGB. Potential future leadership arrangements would be considered over the coming academic years.

Governors agreed that the current Chair (RD) and Vice Chair (NK) would continue in post for 2026-27.

ACTION: Clerk to include succession planning as a standing item for future meetings.

Strategic Direction and Progress Against Priorities:

Governors noted the Headteachers Report

Key headlines were:

- **Maths:** White Rose Maths has been successfully implemented across school. The RoV visit on 25.06.2026 found strong curriculum planning and teaching, with next steps focused on adaptive practice and clearer presentation of mathematical learning.
- **EYFS:** Good Level of Development improved significantly to 68%, up from 55% last year, although still slightly below national.
- **Phonics:** Year 1 phonics outcomes were 76%, rising to 83% when Orchard pupils who did not complete the exercise are excluded (shadow data), which is above national. Governors noted that Year 1 is a challenging cohort.
- **Multiplication Check:** Results were below national (29% full marks vs 44% nationally). The SLT believe scores do not fully reflect pupils' mathematical ability and are reviewing test administration and keyboard skills preparation
- **Writing:** External moderation confirmed the accuracy of teacher assessments and praised the quality of teaching and adaptive practice.
- **KS2 Outcomes:** Writing achieved 76% EXS+ and 7% GDS, while predicted KS2 results indicate strong attainment in Reading, Maths and GPS. These figures do not include The Orchard.

The school has worked closely with the central team on assessment techniques amongst staff to boost consistency and confidence.

The Headteacher informed governors that SATS results will only be available on or around 17th July which will affect the date of the Away Day (now rescheduled). Discussions with the Headteacher around assessed results included the scope to build on adaptive practice, CPD and SEND issues.

4. Inclusion Strategy

Governors received the Trust Inclusion Strategy presentation. The Headteacher explained that schools would be required from September 2026 to publish a formal Inclusion Strategy aligned to the developing Ofsted framework and Trust expectations. Work was being undertaken to finalise the school's strategy for publication in the autumn term.

Governors discussed future funding arrangements and the continued emphasis on supporting disadvantaged and vulnerable pupils through inclusive practice.

Challenge: Governors questioned how inclusion requirements would interact with Sports Premium responsibilities.

Response: The Headteacher confirmed that whilst inclusion now encompassed disadvantaged learners, she was waiting for DfE recommendations in this area.
Governors noted the update.

5. Admission and Pupil Numbers

a) Governors received updated admission figures.

The Headteacher reported that Reception was expected to be full in September 2026 with 60 pupils on roll. Fifteen children joining Reception have been identified as having SEND, creating a significant level of need. Three pupils currently have EHCPs in place, with several assessments remaining in progress.
Governors noted the increased complexity of pupil needs within the new Reception cohort.

b) Reception Transition Plans

Governors received an update regarding transition arrangements.
Visits to nursery settings had taken place and parental induction events had been completed. Attendance was not as good as hoped but governors noted mitigating factors. Governors were informed that transition arrangements would occur over several days in September 2026, gradually increasing pupil attendance before pupils moved to full-time provision. Individualised transition plans would be used where required.

c) Year 6 Transition Plans

The Headteacher confirmed that transition arrangements for Year 6 pupils had successfully taken place across nine receiving secondary schools. No concerns had been raised, and all pupils had participated in transition activities.
Governors noted the update.

6. Link Governor Monitoring

Confirmation of Governor Monitoring Visits:

- **SEND and The Orchard** – HH's visit took place 06.05.26 and report to be uploaded onto GovernorHub
- **EYFS** – report uploaded and covered in previous meeting
- **Safeguarding** – school and governor meeting to take place 03.07.2026. Update will be included at next meeting

ACTION: Clerk to include feedback from this meeting in the agenda for next LGB meeting

- **SIP** – An away day planned for 10th July has been moved to Thursday 10th September. Update will be included at next meeting.

ACTION: The Headteacher to share any raw data prior to the LGB Away Day.

Personal Development and Welfare

7. Attendance

Governors received updated attendance information.
Attendance had improved considerably during the academic year and persistent absence rates had reduced significantly. Attendance was now broadly in line with national expectations.
The Headteacher reported:

- Increased numbers of term-time holiday requests.
- Attendance pressures caused by recent hot weather.
- 78 term-time absence requests have now been received, compared with 63 reported previously.

- For the first time, feedback had been received from the Local Authority regarding the 11 penalty notice outcomes. 10 notices have been paid, with one progressing to court proceedings.

Governors acknowledged the significant work undertaken by school leaders to improve attendance.
Challenge: Governors asked whether attendance should still be categorised as an area requiring improvement.
Response: The Headteacher explained that, under the developing framework, attendance was now expected to be judged more holistically, taking into account the effectiveness of actions taken rather than solely headline percentages.

8. Rewards and Behaviour
No separate behaviour report was presented, but governors discussed pupil outcomes through wider performance updates. No exclusions or significant behavioural concerns were reported and governors noted the ongoing positive behaviour across the school

9. Safeguarding
Governors received an update regarding the safeguarding caseload.
Although the number of safeguarding cases remained comparatively high, figures had remained stable since the previous meeting with no significant increase in open cases.
The Board was informed that:

- Around 30 safeguarding cases were likely to remain active at the start of the new academic year.
- Some cases would naturally transfer as Year 6 pupils moved to secondary provision.
- The absence of the safeguarding lead due to illness had created additional workload pressures for senior leaders and pastoral staff.

Governors were assured that safeguarding arrangements remained effective.
Challenge: Are these figures likely to improve?
Response: In the short-term resolution is unlikely so these figures will carry on into the new academic term.

10. Welfare and wellbeing – students
Student wellbeing was considered through attendance, transition and safeguarding updates. No additional matters were raised.

11. Welfare and wellbeing – staff
Governors acknowledged the additional workload undertaken by staff to support safeguarding responsibilities during a period of staff absence.

Local Matters and Stakeholder Engagement

12. Policies
The Clerk confirmed that all policy requirements were currently up to date. Governors were informed that a significant programme of policy review work between the governance department and schools would be required during September 2026, with a focus on statutory policies and ensuring review cycles were proportionate and manageable. Governors noted the update

13. Record(s) of Visit – to receive any ROV's from the Central Team
Governors received and considered the School Improvement Adviser visit report arising from the visit on 25 June 2026.
The report provided positive feedback regarding:

- Mathematics implementation.
- Teaching and learning.
- Leadership effectiveness.
- Safeguarding arrangements.
- Self-evaluation processes.

Governors welcomed the detailed nature of the report and recognised the positive validation it provided.

It is likely the school will be inspected by Ofsted before Easter 2027. Discussions took place regarding readiness for the forthcoming Ofsted framework and potential inspection timelines. They also noted planned governor preparation sessions to support Ofsted readiness. A role-play session for governors delivered by the Director of Primary has been arranged for 8th October at 4:00pm. All governors are encouraged to attend. The Clerk agreed to share the recently posted Ofsted webinar which had been uploaded in the Resources section of GovernorHub.

14. Stakeholder Engagement - Parents/Carers

Governors received an update regarding parental engagement activities.
A range of activities were planned, including:

- Sports Days.
- Reception transition activities.
- Year 6 productions.
- Summer Fayre

The Headteacher reported increasing concerns from both parents and local residents regarding traffic and parking issues around the school. Correspondence had been shared with local councillor James Pratt, who was supporting discussions with Cheshire East Council. Governors discussed the limitations of actions that the school could reasonably take and recognised the need for wider community and local authority involvement.

15. Stakeholder Engagement – Wider Community

Governors noted:

- Continued engagement with local councillors.
- Community partnership initiatives.
- The forthcoming Summer Fayre
- Opportunities for governors to attend school performances and community events.

Governors agreed it would be beneficial to promote events more visibly through school communications (newsletter) to encourage governor engagement. The Headteacher agreed to resume posting a link to the weekly school newsletter to enforce awareness.

16. Communications to the Central Team

ACTION: The Chair confirmed that the end-of-year Chairs Report would be completed during the summer and be shared before the autumn meeting.

Governors discussed the cancellation of the annual governance conference and expressed support for its future reinstatement.

ACTION: Clerk to send out reminder to all governors to complete Cyber Security training on NGA before the start of the new academic term.

17. Communication from the Central Team

Governors received the outcomes of the recent **Skills Audit.**

Key areas identified included:

- Chairing experience.
- Strategic planning and development.
- Stakeholder engagement

Governors were encouraged to review their individual reports and undertake relevant training opportunities.

18. AOB

Governors reviewed proposed meeting dates for 2026-27 and discussion took place regarding meeting frequency and timing.

Governors expressed a preference for exploring earlier meeting start times to support staff wellbeing and work-life balance e. A start time of either 4:00pm or 4:30pm was considered preferable to the current 5:00pm arrangement.

ACTION: As so many governors were unavailable for this meeting, the Clerk to ascertain the majority view

There being no further business to discuss, the meeting finished at 6:15pm

Date and time of next meeting: Thursday 8th October 2026 at 4:30pm

Minutes approved: …… Date:……