



Ysgol Uwchradd LLANIDLOES High School

**GOFAL**

Great Opportunities For All to Learn



## **MINUTES**

**Llanidloes Schools' Federation Governing Body Meeting; Wednesday 24 September 2025, 6.30 pm at the primary school**

## **PRESENT**

Margot Jones, Clare Bound, Daniel Owen, Ruth Davies, Linda Broughall, Heather Willis, Sarah Purdy, Adrian Foulkes, Lisa E Davies, Megan Higgs, Jamie Jones

## **IN ATTENDANCE**

Huw Cripps (secondary school School Improvement Adviser), Richard Williams (secondary school deputy headteacher), Nicole Jenkins (primary school acting deputy headteacher), Sue Bound (secondary school business manager), Helen Rees (clerk)

## **16 YEAR 11 AND 13 EXAMINATION RESULTS ANALYSIS**

The headteacher told governors that KS4 data analysis of key performance indicators had been uploaded for them, although comparative data with the other schools in the family would not be available until the end of term. Feedback from staff had been that Year 11 had been a challenging cohort and a drop-off was expected, but the actual results were better than anticipated. The headteacher explained that data from the past three years was included, with red shading indicating 'red hot' results, better than expected, no shading indicating results as expected and blue shading indicating results poorer than expected. Most subjects were either above or at expected levels with results in English and science especially pleasing, but there was work to be done in mathematics. An Improvement Board had been formed and meetings would take place to analyse the fine details of the results and provide support and challenge across the curriculum.

The headteacher told governors that KS5 had been a small cohort with a mixed profile. The value-added analysis would be uploaded, but only a minority of subjects were blue. Precise areas for improvement, including mathematics, had been identified.

Governors asked to be provided with further updates and were told that feedback would be given following further analysis of results, together with details of plans to address specific issues.

Governors asked if there would be new GCSE examinations in Summer 2026 and were told that the new specifications were being taught from September.

Huw Cripps was asked for his views and told governors that the recent appointments designed to increase leadership capacity were now having an effect. Regular meetings with middle leaders took place to reflect and focus on teaching and learning. Departments would carry out a detailed analysis of students' performance on every question on their papers. It was noted that improvements in teaching and learning would naturally impact on other year groups. Following the quality assurance process there would be further feedback to governors.

Governors asked if they were offering appropriate scrutiny and Mr Cripps replied that it was not his place to tell the governing body how to function but that meetings were a good starting point and that there could be opportunities for governors to link to the Improvement Board once it was fully established. Mr Cripps asked if there was a governing body Standards Committee and how results were reported. The headteacher said that all learning managers had shared their vision and results with the Curriculum and Strategic Planning Committee which reported back to the full governing body.

Governors commented that it was interesting to see the value-added figures and analysis of impact. The headteacher told governors that the Key Stage 4 residual analysis was a powerful tool that compared results against the Year 8 baseline nationwide. The analysis was helpful in providing meaningful data, especially when small cohorts were involved. Of 24 subjects offered, many were red, indicating overperformance and just two were blue, causing concern. It was noted that all data was included and no pupils removed from the analysis.

Governors thanked Mr Cripps for his contribution.

### ***Huw Cripps left the meeting***

#### **1. APOLOGIES FOR ABSENCE**

Apologies were received and accepted from Sally Fowler, Christoph Schultz, Louise Jones, Lisa Ashton and Jordan Davies.

Following consideration of the local authority document providing guidance on apologies for absence, it was decided that these and future minutes would record those governors not present and who had not sent their apologies to the clerk.

The importance of sending apologies to the clerk rather than another governor was reiterated, so that the clerk could inform the chair in advance if a meeting would not be quorate.

Governors not present and from whom apologies had not been received by the clerk were Karl Lewis and Gareth Morgan.

***The meeting was quorate, therefore business proceeded.***

#### **2. TO APPOINT A CHAIRPERSON FOR THE YEAR 2025 - 2026**

Clare Bound was nominated as chair of the Governing Body and duly elected.

#### **3. TO APPOINT A VICE-CHAIRPERSON FOR THE YEAR 2025 - 2026**

Margot Jones was nominated as vice-chair of the Governing Body and duly elected.

#### **4. DECLARATION OF INTEREST/BUSINESS INTERESTS**

- a. Declaration of business interest forms, as circulated, were completed and returned to the clerk.
- b. Megan Higgs declared an interest relating to item 19.

#### **5. MEMBERSHIP**

There was one vacancy for a primary school parent governor for which nominations would be requested.

## 6. BUSINESS OF MEETING

It was agreed to discuss item 16 at the start of the meeting and item 19 at the end of the meeting. It was agreed to discuss the secondary school Financial Fraud Risk Review under 'any other business'.

## 7. MINUTES OF PREVIOUS MEETING

The minutes of the meeting of the governing body held on 2 July were confirmed and would be filed in the schools' file.

## 8. MATTERS ARISING FROM THE MINUTES NOT INCLUDED ELSEWHERE ON THE AGENDA

There were no such matters.

## 9. DELEGATION OF FUNCTIONS

a) It was agreed that the following governors would sit on the statutory committees:

**Staff Disciplinary and Dismissal Committee:** Gareth Morgan, Karl Lewis, Christoph Schultz (*reserves: Adrian Foulkes, Louise Jones, Sarah Purdy, Sally Fowler, Megan Higgs, Linda Broughall, (vacancy), Margot Jones*). Chair to be Gareth Morgan.

**Staff Disciplinary and Dismissal Appeals Committee:** Margot Jones, Sally Fowler, Linda Broughall (*reserves: Christoph Schultz, Adrian Foulkes, Megan Higgs, (vacancy), Sally Fowler, Karl Lewis, Gareth Morgan, Sarah Purdy, Louise Jones*). Chair to be Margot Jones.

**Pupil Disciplinary and Exclusions Committee:** Adrian Foulkes, Margot Jones, Megan Higgs (*reserves: Linda Broughall, Sally Fowler, Karl Lewis, Sarah Purdy, Louise Jones, Christoph Schultz, Gareth Morgan, Clare Bound, (vacancy)*). Chair to be Adrian Foulkes.

**Complaints Committee:** Margot Jones, Adrian Foulkes, Sally Fowler (*reserves: (vacancy), Gareth Morgan, Christoph Schultz, Lisa Ashton, Jamie Jones, Megan Higgs, Lisa E Davies, Heather Willis, Karl Lewis, Linda Broughall, Louise Jones, Sarah Purdy, Jordan Davies*). Chair to be Margot Jones.

**Grievance Committee:** Sally Fowler, Louise Jones, Gareth Morgan (*reserves: Megan Higgs, Clare Bound, (vacancy), Margot Jones, Sarah Purdy, Karl Lewis, Adrian Foulkes, Lisa E Davies, Heather Willis, Linda Broughall, Lisa Ashton, Jordan Davies, Christoph Schultz, Jamie Jones*). Chair to be Sally Fowler.

**Grievance Appeals Committee:** Christoph Schultz, Sarah Purdy, Adrian Foulkes (*reserves: Karl Lewis, Linda Broughall, Louise Jones, Heather Willis, Lisa E Davies, Megan Higgs, Sally Fowler, Margot Jones, Clare Bound, (vacancy), Gareth Morgan, Lisa Ashton, Jordan Davies*). Chair to be Christoph Schultz.

**Pay Committee:** Clare Bound, (vacancy), Karl Lewis (*reserves: Sally Fowler, Adrian Foulkes, Gareth Morgan, Margot Jones, Linda Broughall, Christoph Schultz, Megan Higgs, Sarah Purdy, Louise Jones*). Chair to be Clare Bound.

**Pay Appeals Committee:** Sarah Purdy, Linda Broughall, Louise Jones (*reserves: Christoph Schultz, Margot Jones, Megan Higgs, Sally Fowler, Gareth Morgan, Adrian Foulkes, Karl Lewis, Clare Bound, (vacancy)*). Chair to be Sarah Purdy.

**Capability Committee** – *delegated to the Staff Disciplinary and Dismissal Committee.*

**Capability Appeals Committee** - *delegated to the Staff Disciplinary and Dismissal Appeals Committee.*

**Headteacher and Deputy Headteacher Selection Panel:** Clare Bound, Margot Jones, Adrian Foulkes, Linda Broughall, Sally Fowler, Sarah Purdy, Ruth Davies (deputy HT only), Dan Owen (deputy HT only).

**Headteacher Performance Management Appraisers:** Clare Bound, Linda Broughall (*reserves: Karl Lewis, Adrian Foulkes*).

**Headteacher Performance Management Appeal Appraisers:** Gareth Morgan, Christoph Schultz (*reserves: Louise Jones, Sally Fowler*).

If required, reserves would be called in the order listed. It was agreed that the new primary school parent governor, when elected, would be asked to fill the vacant positions.

It was agreed that the following governors would sit on the non-statutory committees:

**Staffing and Finance Committee:** Clare Bound, Margot Jones, Gareth Morgan, Lisa E Davies, Megan Higgs, Linda Broughall, Christoph Schultz, Ruth Davies, Daniel Owen.

**Curriculum and Strategic Planning Committee:** Adrian Foulkes, Lisa Ashton, Jordan Davies, Louise Jones, Margot Jones, Sally Fowler, Sarah Purdy, Daniel Owen, Ruth Davies.

Governors were asked to notify the clerk in advance if they were unable to attend a committee meeting in order to ensure quoracy.

b) The terms of reference for each of the committees (as circulated) were agreed.

c) Delegation arrangements to the headteachers and chair of the governing body (as circulated) were agreed.

d) The following governors were appointed to specific responsibilities:

Safeguarding, including Child Protection, anti-bullying and CLA: Margot Jones

ALN and MAT, Equal Opportunities: Margot Jones and Adrian Foulkes

Health and Safety: Jamie Jones

School Performance Data and Attendance: Linda Broughall

Digital Competency Framework (DCF) and e-Safety: to be discussed at the next meeting of the governing body

Transition: Adrian Foulkes

Post-16 Provision: Governors agreed that this would be of critical importance in the coming year and appointed a working group of Clare Bound, Margot Jones, Adrian Foulkes, Jamie Jones and Linda Broughall. The working group would decide whether to invite non-governors to join at their first meeting.

eFSM: Linda Broughall

Training link: Helen Rees (clerk)

The following governors were appointed to School Development Plan Priorities:

**Primary school priority 1**, to develop consistent planning for progression across the curriculum (including improving opportunities for parental engagement in learning and progression): Christoph Schultz.

**Primary school priority 2**, to improve pupils' writing skills in English and highlight improvement through a progressive, whole school approach: Sally Fowler.

**Primary school priority 3**, to provide more purposeful opportunities for pupils to improve their work in response to feedback: Margot Jones.

**Primary school priority 4**, to work towards achieving the Siarter Iaith Gold Award: Adrian Foulkes.

**Secondary school priority 1**, ensure that leaders prioritise precisely the aspects of provision that need the most improvement: Adrian Foulkes.

**Secondary school priority 2**, improve the quality of teaching to address the shortcomings noted in the report: Clare Bound.

**Secondary school priority 3**, ensure that there is a well-co-ordinated and understood approach to the progressive development of pupils' skills: Sarah Purdy.

**Secondary school priority 4**, improve school attendance: Linda Broughall.

**Secondary school priority 5**, address the health and safety issue identified during the inspection: Jamie Jones.

It was decided to discuss the appointment of governors as AoLE links at the next meeting of the governing body.

## **10. TO CO-OPT ADDITIONAL MEMBERS TO THE GOVERNING BODY AND COMMITTEES**

It was agreed that Nicole Jenkins should be co-opted to the Curriculum and Strategic Planning committee.

## **11. PROCEDURES AND PROCESSES**

It was agreed that the chair would sign the Code of Conduct on behalf of the Governing Body. Individual Codes of Conduct, as circulated, were signed and returned to the clerk.

## **12. STATUTORY POLICIES AND PUBLICATIONS DUE FOR REVIEW IN THE AUTUMN TERM**

Governors were told that the Admissions Policy, Anti-Bullying Policies, Behaviour Policy, eSafety Policies, Social Media Policy, Grievance Policy, Health and Safety Policies, Intimate Care Policy, Positive Handling Policy, Safeguarding Policy, School Session Times Policy, Staff Code of Conduct, Target Setting for Schools, primary school Traffic Management Plan and Volunteering in Schools Policy had all been reviewed with no substantive changes. Governors agreed to re-adopt these.

Governors were told that the secondary school Business Continuity and Disaster Recovery Plan was a new document which the local authority recommended schools to have in place. Governors agreed to adopt the Plan. The primary school plan would be considered at the next meeting of the governing body.

The Carers' Policy, Management of Change and Redundancy Policy, Menopause in the Workplace Policy, Performance Capability Procedure and Whistleblowing Policy had all been written using the local authority template policies. Governors agreed to adopt these policies.

The local authority had published a Code of Conduct for Issuing Fixed Penalty Notices (FPN) to parents of children with low attendance. Governors were told that there was a degree of flexibility within the Code and that taking a term-time holiday would not automatically lead to the issue of a penalty notice. The secondary school headteacher told governors that term-time holidays would be unauthorised. Governors hoped that the Code would not result in parents being less honest with the schools about reasons for absence and asked if the headteachers felt that the Code would support their efforts to improve attendance. Governors were told that the Code would be supportive and that FPNs should only be issued in appropriate circumstances. It was anticipated that the possibility of a FPN of £60 per child per parent per week, rising to £120 if unpaid, would help disincentive term-time holidays. However, it was noted that this was not likely to be welcomed by separated parents and could be open to legal challenge.

Governors were told that the Professional Development Review (PDR) Policy was a new policy, written using the local authority template policy, replacing the Performance Management Policy. The PDR Policy was not yet mandatory, but governors were reminded that Mrs Chenetier had worked closely with LA officers to develop the PDR process which was intended to have a greater focus on training opportunities and professional growth in a collaborative manner. This had been found to be effective in the primary school with a positive impact on

teaching and learning. It was noted that the final PDR policy did not completely align with the pilot. Governors agreed to adopt the policy.

The secondary school headteacher told governors that the prospectus, as circulated, had been refreshed for 2025-26. Governors approved the publication.

Governors commented that the uniform that pupils were observed wearing was often different to that specified in the Uniform Policy, especially girls' skirts and boys' footwear. The headteacher told governors that uniform compliance had improved from the Summer term as the Pastoral Lead had re-communicated requirements before the start of term. Uniform had been identified as an area for improvement and would be discussed at the Extended Leadership Team meeting on 25 September. Governors felt that having a prescribed uniform could be helpful to families as it limited choice and could save costs, but that standards needed to be enforced consistently and uniform should be comfortable and practical. It was commented that school uniform could be viewed as male-centric, and that few staff chose to wear suits and ties. Governors agreed that it was important to take pupil voice into account and noted that pupils had chosen for blazers to be optional, rather than removed altogether.

### ***Sarah Purdy left the meeting***

There had recently been strong feelings in the community over the issue of boys wearing dealer boots to school. A governor commented that school shoes were usually the single most expensive item of uniform, and that school shoes could sometimes be a child's only pair of shoes. The headteacher told governors that Welsh Government had published guidance on the cost of school uniform which had been followed and that the school supplied items in cases of hardship.

Governors asked if uniform was an issue at the primary school and were told that it was not.

It was agreed that the Uniform Policy would be reviewed at the next meeting of the governing body, when feedback from all stakeholders would be available together with a presentation by the Pastoral Lead.

## **13. GOVERNORS' ANNUAL REPORT TO PARENTS**

It was agreed that Margot Jones and Adrian Foulkes would form a working party to draft the primary school governors' annual report to parents. It was noted that it was recommended to make the report available to parents by the end of the Autumn term. The secondary school governors' annual report to parents would be circulated to governors when complete.

## **14. HEALTH AND SAFETY**

There were no items for discussion.

## **15. SAFEGUARDING**

The primary school headteacher told governors that the annual safeguarding review had commenced and was due to be submitted to the local authority by 30 September.

The secondary school safeguarding audit had been reviewed with Michael Gedrim, local authority Designated Safeguarding Lead, in June. The school Safeguarding Lead would complete the annual review by 30 September.

Governors agreed the DBS Checks for Governors document, as circulated, which was signed by the chair.

## **16. YEAR 11 AND 13 EXAMINATION RESULTS ANALYSIS**

Discussed at the start of the meeting.

## **17. POST-16 UPDATE**

The headteacher told governors that there had been a series of meetings of the post-16 working group.

The local authority had started the second stage of their consultation process and had indicated that there would be no changes until 2030. All three proposals were to be considered with no preferred option, and the local authority was also now open to other proposals.

The headteacher told governors that 40 students had joined Year 12 in September, comprising 33% of the Year 11 cohort. Governors agreed that it was important to take a proactive approach to surveying and analysing students' reasons for their choice of post-16 education as those provisions with less than 100 students would potentially be at risk of closure. Governors felt that the breadth of offer would be crucial to building numbers and that creative, workable solutions should be sought.

The headteacher had met with representatives of Newtown high school and NPTC to discuss a memorandum of agreement regarding forming an informal close partnership. Details of the vision for the area would be brought to the working group.

## **18. DEFICIT RECOVERY PLAN, SECONDARY SCHOOL**

The headteacher told governors that the deficit recovery plan had been revised, as circulated. A change in the funding formula had been proposed that would result in teachers for option classes being funded for a ratio of 1:20 instead of the current 1:25. Increased ALN funding of £0.5M would be distributed in the secondary phase, intended to support pupils with IDPs and LA IDPs. These two factors meant that some measures identified in the plan might not be necessary. It was noted that no other high schools in the local authority were in cumulative surplus. Governors agreed the plan, to be submitted to the local authority on 25 September.

## **19. TO DISCUSS A PROPOSAL TO FEDERATE WITH LLANDINAM CP SCHOOL**

Discussed at the end of the meeting.

## **20. FLYING START PROVISION**

*It was resolved according to The Government of Maintained Schools (Wales) Regulations 2005, Section 48 that part of this item be minuted as confidential.*

The headteacher told governors that Flying Start had launched in September as planned with 12 children on role and already had a waiting list. The provision was well-resourced and an asset to the site. It was noted that a draft Heads of Terms agreement was still not available and governors agreed that it was important to know where responsibilities lay.

The chair asked the headteacher for a general update on changes since the start of term. The headteacher told governors that she had taken the role on an acting basis for three months in the first instance and that Nicole

Jenkins was acting deputy headteacher. Everyone had settled in to the term well, with staff secure and positive, children showing resilience to change and parents being supportive. The headteacher expressed thanks to all staff for adapting to the unforeseen circumstances and exceeding expectations.

The headteacher proposed the creation of two TLR3 roles to focus on SDP priorities 2 and 4. The roles would be for an initial period of three months. Governors agreed that middle management capacity should be boosted and commented that the roles would be good opportunities for personal professional development and a manageable introduction to leadership. Governors agreed the proposal.

A finance surgery was planned for 7 October, with a pre-meeting to update information involving the chair, headteacher, Alex Clarke (Finance Business Partner) and Helen Hinton (HR Business Partner). Currently the budget forecast was for an in-year surplus. The SDP priorities were unchanged, as planned in the Summer term.

## **21. GOVERNOR DEVELOPMENT**

Governors were reminded to inform the clerk of any training completed. The clerk would circulate a link to training available in 2025-26.

*Jamie Jones left the meeting*

## **22. DOCUMENTS/CORRESPONDENCE RECEIVED BY THE CHAIR OF GOVERNORS AND/OR CLERK**

A letter regarding the impact of workload and working hours on leaders' wellbeing had been received from Welsh Government, as circulated. Governors were reminded to read the letter which explained their obligations regarding reasonable contact. Governors asked whether the issue of directed time had been resolved. It was agreed that Jamie Jones would be asked to make a short presentation explaining directed time to the next meeting of the governing body.

## **23. ANY OTHER BUSINESS AS, IN THE OPINION OF THE CHAIR, IS OF SUFFICIENT URGENCY TO WARRANT CONSIDERATION**

The high school had completed a Financial Fraud Risk Review as recommended by the LA finance officers. It was noted that mandatory Fraud Awareness training for all staff had been introduced by the LA.

## **24. CONFIDENTIAL ITEMS**

It was resolved according to The Government of Maintained Schools (Wales) Regulations 2005, Section 48 that item 19 and part of item 20 be minuted as confidential.

## **25. FUTURE AGENDA ITEMS**

Governors were reminded to notify any such items to the clerk at least two weeks before the meeting date.

## **26. DATES AND TIMES OF FUTURE MEETINGS**

*Full governing body*

*Wednesday 3 December 2025*

*Wednesday 4 February 2026*  
*Wednesday 18 March 2026*  
*Wednesday 29 April 2026 (budget approval 2026-27)*  
*Wednesday 1 July 2026*

***Curriculum and strategic planning committee***

*Wednesday 19 November 2025*  
*Wednesday 4 March 2026*  
*Wednesday 17 June 2026*

***Staffing and finance committee***

*Wednesday 15 October 2025*  
*Wednesday 21 January 2026*  
*Wednesday 15 April 2026 (budget approval 2026-27; first week of term)*

***Megan Higgs left the meeting***

***The meeting was no longer quorate***

**19. TO DISCUSS A PROPOSAL TO FEDERATE WITH LLANDINAM CP SCHOOL**

*It was resolved according to The Government of Maintained Schools (Wales) Regulations 2005, Section 48 that this item be minuted as confidential.*