



**The London Borough of Richmond upon Thames  
Chase Bridge Primary School**

**Minutes of the meeting of the  
Full Governing Body  
held at the school on  
Wednesday 24<sup>th</sup> September 2025 at 6.30pm**

**Present**

Tony Meehan (TM) Chair of Governors	Brian Ostro (BO) Head of School	Daniel Bishop (DB) Executive Head Teacher
Nida Rehman (NR)	James Lovatt (JL)	Gillian Keane (GK)
Yuvraj Nirwal (YN)	Kate O'Sullivan (KOS)	Kath Briggs (KB)
Archana Jhinger (AJ)	Hannah Gilbert (HG) SENDCo	Henal Parmar (HP)
Navdeep Sidhu (NS)	Sue Stanley (SS)	Isabel Larridon (IL)
Kuldev Sehra (KS)	Aisling Dougan-Cleary (ADC) Assistant Head Teacher	Julie Fox (JF)

**Apologies**

Bhaven Marshall (BM)	Eleanor Wright (EW)	Clare Rees (CR)
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Item	Previous Item		Action
1.0		<b>WELCOME, APOLOGIES, DECLARATION OF INTEREST &amp; NOTIFICATION OF ANY OTHER BUSINESS</b>  The Chair welcomed everyone to the meeting. Apologies were received from BM, EW & CR. There were no declarations of interest for this meeting. The Chair raised one item of AOB – Joint Working Group meeting 18.09.25. KS left the meeting at 7.30pm.	
2.0		<b>MINUTES &amp; ACTIONS OF THE PREVIOUS MEETING</b>  The following papers were circulated to Governors prior to the meeting: <b>[01]</b> FGB Minutes 16.07.25  The minutes of the meeting held on 16 <sup>th</sup> July were reviewed by Governors, approved and signed by the Chair. There were no actions arising from this meeting.	
3.0		<b>COMMITTEE UPDATES &amp; MATTERS ARISING</b>  There have been no committee updates since the FGB in July.	



4.0		<b>GOVERNANCE MATTERS</b>  The following documents were circulated to Governors prior to the meeting: <b>[02]</b> CB Meeting Dates 2025-26 <b>[03]</b> FGB Annual Planner <b>[04]</b> Committee membership and links <b>[04a]</b> Link Governor Responsibilities 2025-26 <b>[05]</b> Code of Conduct <b>[06]</b> Declaration of Interest <b>[07]</b> KCSIE Part 2 <b>[08]</b> KCSIE 2025 Crib Sheet	
4.1		<b>Ratification of Associate Members</b> Governors formally ratified the appointment of Associate Members: Brian Ostro Aisling Dougan-Cleary Hannah Gilbert Eleanor Wright	
4.2		<b>Ratification of Co-opted Governors</b> Governors formally ratified the appointment of Co-opted Governors: Henal Parmar Kate O'Sullivan Isabel Larridon	
4.3		<b>FGB Annual Planner</b> Governors approved with FGB Annual Planner, including terms of reference, without amendment.	
4.4		<b>Annual Declarations</b> Governors reviewed the Declaration of Pecuniary Interest and the Governor Code of Conduct during the meeting. Governors did not raise any queries or objections and signed and dated the documents.  KCSIE was circulated to Governors, along with document highlighting the changes from the previous versions. Governors were asked to read KCSIE Part 2 related to the management of safeguarding.  Governors were reminded to review sign and date the IT User Agreement and the DBS self-declaration form that had been sent out directly from the School Business Manager via email.	
4.5		<b>Governor CPD</b> The Clerk has circulated the AfC CPD Training Schedule for 2025-26 and encouraged Governors to review their skills and/or knowledge gaps in their governance role or in their Link Governor role and arrange for appropriate training to be booked via the Clerk.	
5.0		<b>STAFFING MATTERS</b>  Confidential item.	
7.0		<b>LEADERSHIP &amp; MANAGEMENT</b>  The following documents were circulated to Governors prior to the meeting:	



	<p>[10] EHT Report Autumn (1) [11] SIP Report Summer 2025 [12] SEF condensed 2025 [13] SDP condensed 2025-26</p> <p>The EHT invited any questions on the EHT Report Autumn (1).</p> <p><b>Permanent Exclusion</b> The EHT informed Governors that the school has had to make a permanent exclusion. The panel hearing is scheduled for next week and therefore it would be inappropriate to comment further at this stage as the case may go to appeal.</p> <p>Governor asked if the place becomes available with immediate effect?</p> <p>The EHT informed Governors that a pupil may be off-rolled after 15 days, however there may be an appeal, in which case the pupil remains on roll.</p> <p><b>Self-Evaluation</b> The EHT noted that there have been some tweaks to the SEF. The Head of School is very active, leading and supporting positive changes in school.</p> <p>The Head of School informed Governors that the school now has two bespoke provisions in place with specialist teaching assistants who are led and supported by the SENCO. This 'Alternative Resource Provision' is not funded, but is supporting these children well. The school is working with other schools to improve provision for pupils with a high level of need.</p> <p><b><u>The Chair noted that increasingly complex need is a significant challenge for schools; while funding of alternative resource provision should not be necessary, it is providing good provision to meet the needs of these children.</u></b></p> <p>The Head of School agreed that in the past the funding of such provision would be the responsibility of Social Services, but this is no longer the case. The school has to be inclusive at all levels. The staff has had to develop the skill set and confidence to meet the needs of these children and help them to reach their full potential.</p> <p><b><u>Governor asked how Teaching Assistants are supporting the needs of main stream children [as well as children with complex need].</u></b></p> <p>The Head of School informed Governors that Quality First Teaching is the approach for class room teaching and children with EHCPs have additional support from Teaching Assistants. Research suggests that wherever possible children benefit from being taught in the class room with their peers and only where there is a specific need should intervention with a Teaching Assistant take place.</p> <p>The EHT added that Teaching Assistants in every classroom is a staffing structure of the past and this has been shared numerous times at both QofE and FP+P. Teaching Assistant resource is focussed on academic or SEN interventions. The timetable is designed to ensure maximum input from Teaching Assistants.</p> <p>The AHT added that main stream children with SEN support needs access interventions as needed.</p> <p><b>School Development Plan</b></p>	
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8.0		<p><b>POLICIES</b></p> <p>The following documents were circulated to Governors prior to the meeting:  <b>[14] Sports Premium Grant Impact Statement 2024-25 - approved</b>  <b>[15] Pupil Premium Grant 2024-25 approved</b>  <b>[16] Safeguarding &amp; Child Protection Policy approved</b>  <b>[17] Inclusion Policy approved</b>  <b>[18] SEND Policy approved</b></p> <p>The EHT assured Governors that all policies are model policies from The Key which are legally certified.</p>	
10.0		<p><b>AOB</b></p> <p>The Chair informed Governors that the Joint Working Group (Chase bridge and Orleans Primary) met for the first time on Thursday 18<sup>th</sup> September.</p> <p>This group included the EHT, the Chair of Governors for both schools, the committee Chairs from Chase Bridge – Sue Stanley and James Lovatt, and the Vice Chair of Governors and a Co-Opted Governor from Orleans Primary.</p> <p>From a Chase Bridge perspective nothing has changed to date, however there has been a greater level of change at Orleans Primary.</p> <p><b><u>The Chair emphasised that the Joint Working Group is not a decision making body, rather its role will be to establish terms of reference and draft a timetable for actions and decisions to be taken. Ultimately there will be a consultation on whether to proceed to federation. All decisions will come back to this governing body and a timetable will help to focus on what decisions have to be made and when. In the meantime the interim arrangement continues.</u></b></p> <p><b><u>Governor added that the Joint Working Group has agreed that a longer timetable was appropriate in this case.</u></b></p> <p>The EHT made an invitation to any Chase Bridge Governor who would like to visit Orleans Primary and to contact him directly.</p>	
		<p>The meeting ended at 8.00pm  <b>Date of the next meeting: Wednesday 3<sup>rd</sup> December 6.30pm</b></p>	

**Agreed & Signed as an accurate record: .....**  
**(Tony Meehan)**

**Date: .....**