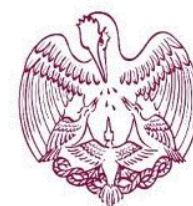


**Sawston Village College**  
**Local Governing Body 4**  
**Minutes**



**Sawston**  
Village College

**12<sup>th</sup> May 2026, Carnegie Room**  
**6pm, in person**

**Present:** Priya Schoenfelder (PSC, Chair), Jonathan Russell (JRU, Principal), Polly Stanton (PS), Jerry Reed (JRE), John Godwood (JG), Sam Abbs (SA), Max Kenworthy (MK), Kimberley Ellis (KEL, minutes)

**In attendance:** Pieter Wallace (PWA, Deputy Principal - Curriculum), Sue Gelder (SGE, Deputy Principal – Personal Development), Erika Wagstaff (EWA, Assistant Principal - Raising Attainment), Alan Sutton, (ASU, Assistant Principal - Transition), Rhiannon Harries (visitor, Co-Chair - Netherhall)

**Absent:** Jamie Nightingale, Isobel Thomas

| Item No. | Paper No. | Item                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Action                     |
|----------|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|
| <b>1</b> |           | <b>Standing Items</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>Chair</b>               |
| 1.1      |           | <b>Welcome</b><br>PSC welcomed Rhiannon Harries (new Co-Chair at Netherhall visiting to observe) and KEL (PA to Principal who is kindly taking minutes for this meeting). Governors and staff introduced themselves to Miss Harries.<br><br>There were no apologies from Isobel Thomas (IT) & Jamie Nightingale (JN).                                                                                                                                                                      | KP                         |
| 1.2      |           | <b>Apologies</b><br>Kay Pearce (KP)                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                            |
| 1.3      |           | <b>Conflicts of interest</b><br>None noted                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                            |
| 1.4      | LGB2 1.3  | <b>Minutes from the last meeting</b><br>2.1 - Is there any more information on the LGB working group<br>Outcome of LGB working group to be discussed at a future meeting<br><br>6.1 - JRU can present on Ofsted at a future meeting<br>(& see 2.1 below re. Trust updates - Nicola Pickford has now moved to Unity)<br><br>Minutes agreed as a true and accurate record.                                                                                                                   | PSC<br><br><br><br><br>JRU |
| 1.5      |           | <b>Updates on actions</b><br>2.1 - To be removed (not an LGB action)<br>2.1 - To be removed (not an LGB action) - there was no April AGF<br>2.2 - Governors to send certificates to KP<br>5.1 - To be updated to reflect not an action but note to be kept under review as Executive summaries are developed over the year<br>6.2 - Link roles confirmed with all except IT. KP to follow up<br>8 - Governors to confirm attendance on 8th June and any specific areas for planning to PSC | KP                         |

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| 1.6      |  | <b>Matters arising</b><br>None.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                      |
| <b>2</b> |  | <b>Chair/Governance Professional Business</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>PSC/JRU</b>       |
| 2.1      |  | <p><b>Chair</b><br/>In addition to NP's departure from AL as mentioned in 1.4 above, there have been several other updates on leadership in primary and secondary, including new Principals appointments at Soham Village College (David Clark), Bottisham Primary (Rebecca Brierley) and Clare Primary (Charlie Minter).</p> <p>JRU is in the middle of a consultation with twenty four TLR holders. The consultation period runs until the 5th June. Formal processes being followed.</p> <p><b>Bromcom</b><br/>We are currently unable to use the teacher app as it does not meet Anglian Learning's Cyber Security measures. Trust IT is in communication with Bromcom.</p> <p>My Child at School is due to be launched to parents by 12th June and we plan to be using it for homework w/c 20th June; and behaviour from September. Staff will receive training around the content/GDPR when moving to the new platform for behaviour.</p> <p><b>AI</b><br/>A Professional Learning group is looking at how to make the best use of AI to support staff workload. AL is also looking at this in more detail.</p> <p>The concern of AI being used by pupils to complete homework was discussed. SVC does not have an issue with AI being used for homework currently. Exams and assessments have measures in place to prevent the use of AI.</p> |                      |
| 2.2      |  | <p><b>Training</b><br/>Please send KP your Cyber Security certificates if you have not already done so.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>All Governors</b> |
| <b>3</b> |  | <b>Principal's update</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>JRU</b>           |
| 3.1      |  | <p>JRU gave a verbal update for his principal's report.</p> <p>Year 10 exams went well. The Year 11 GCSE and BTECs have started; there is considerably more pressure with access arrangements and cost pressures of invigilation.</p> <p>Staff training has focused on Positive Regard, Behaviour Systems and Behaviour/Culture at a staff and middle leadership level.</p> <p>There are persistent behavioural challenges and resultant rise in suspensions.</p> <p>Since the last meeting we have conducted a thematic review on assessment, Maths Subject Review, English Subject Review, SEND OAP and Assessment Review.</p> <p><b>Staffing/planning 2026-27</b><br/>JRU outlined the current staffing challenges.</p> <p>We are advertising for an Assistant Principal SENDCO, Safeguarding Manager, Teacher of Business with History, Head of English (maternity) and Teaching Assistant (maternity).</p> <p>We have recently recruited a new Cover Supervisor (change in role from YL), Duke of Edinburgh Lead and Head of Music (maternity).</p> <p>Two staff are on long term absence. Supply and internal staff are providing cover.</p>                                                                                                                                                                                                   |                      |

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|          | 3.2      | <p><b>New Build</b><br/>The build is currently on track, with the aim of the handover taking place at the end of the autumn term, with staff moving in on the additional school closure dates around Christmas. Pupils will be learning remotely on these days. Demolition of the defunct buildings is planned to start after Easter 2027 and the work on the Marven Centre is due to take place from February 2027.</p> <p><b>Events/Activities</b><br/>There have been a number of activities, events both in school and in the community and extra-curricular activities at SVC. These include Comic Relief, Gym and Dance Display, Brass Funkeys working with Year 7 pupils and local primary school pupils, Iceland Trip, Hasting Trip (leaving this Friday), Strawberry Fields exhibition, Speak Out Challenge, Golden Egg Quest, Duke of Edinburgh launch, JRU presented at the Parish Council meeting, Sports Leaders supporting The Power House Games at a local primary, Year 11 pupils Scripted Drama Performances and Year 10 Devised Drama Performances, Head of Drama supporting local primary and JRU met with head of SYD and SYG regarding the Marven Centre Development.</p> <p>Next half term, we have Activities Week, appointment of new Senate roles, KS3 Leadership roles, Oracy Conference, Prize Giving, Olympic (sports) Days, Oliver musical, Music concerts.</p> <p><b>Review key risks</b><br/>Financial risk - lack of SEND, DfE funding, cost pressures, salaries, provisions etc. The final budget for 26-7 will be approved in June by the Trustees.</p> <p>New build - in terms of logistics leadership capacity, community relationship, SLT availability, change in culture and ethos due to staying in one building for lessons.</p> <p>Academic decline - behaviour, increase in complex needs, staff morale, leadership capacity, Ofsted grading etc. All of these are a risk if behaviour further declines. Measures are in place to address behaviour.</p> |  |
| <b>4</b> |          | <b>Executive Summaries</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |
| 4.1      | LGB4 4.1 | <p><u>Personal development</u></p> <p><b>PSHE/RSE/Mentor Time</b><br/>A review of mentor time resulted in some changes, largely due to staffing. We are unable to have both a mentor and co mentor for each group and have moved to having a consistent mentor with a small group of learning mentors working with each house. Around 80% of pupils have had their first conversation with staff, they are expected to have two per year. Staff absence has affected staff availability which has impacted the number of conversations taking place.</p> <p><b>CEIAG</b><br/>Benchmarks updated this year. SVC is close to meeting the benchmarks in most areas.</p> <p>The wording in the new benchmarks is not completely clear. We need to understand what it will look like in terms of the new work placement benchmarks.</p> <p>We will be looking to see the results of the Careers Enterprise scheme and to see how employer engagement is after publication.</p> <p><b>Clubs/visits/trips/pledges</b><br/>There are 89 clubs running during the week, covering a wide range of activities from games to herpetology.</p> <p>We now have the data to look at pupil participation in clubs. 48% of pupils are accessing one or more clubs. There is a gap with PP boys who seem to be involved in informal football/games rather than structured/ organised activities.</p> <p>Trip data is still being gathered to allow us to provide meaningful information.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |  |

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|          |          | <p>Potential funding avenues to enable SVC to continue to assist pupils who cannot afford trips to be discussed at Governors' Day.</p> <p><b>Pupil voice and leadership</b><br/>Pupil leadership groups: House Mates, House Ambassadors and the Senate. We are at the next stage of the House Mate applications and we have received 38 applications for senate. The interview for the Senate will take place next week.</p> <p>JG passed on thanks for providing executive summaries, the amended version is very helpful.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                      |
| 4.2      | LGB4 4.2 | <p><u>Leadership</u><br/>Executive summary has already been shared with LGB.<br/>No feedback or questions from LGB.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                      |
| <b>5</b> |          | <b>Vision, Values and Strategic Objectives</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                      |
| 5.3      | LGB4 5.3 | <p><u>Achievement tracking</u><br/>EWA has included a comparison between the spring and autumn reports where possible.</p> <p>Governors asked questions relating to the data with discussions as below.</p> <p><b>Year 7</b><br/>The spring report is the first time pupils are set estimated grades. Estimated grades are approximately in line with or above minimum grades. This is not the case in MFL and Music/Drama but this is at least partially due to the way in which minimum grades are calculated, rather than a concern about pupil attainment.</p> <p><b>Year 8</b><br/>Data is largely positive with most subjects above minimum grade targets. As with year 7, this is not the case with MFL and Music/Drama. There has been a decline in PP pupils who are on track for a grade 5+ in English.</p> <p>There has been a significant decline in minimum grades for Computer Science. There has been a high staff absence in the department. The department is being supported.</p> <p><b>Year 9</b><br/>No new data since the previous LGB.</p> <p><b>Year 10</b><br/>Data indicates that Year 10 has started KS4 well. There has been a decrease in the percentage of pupils estimated to achieve a grade 7+ in RE &amp; Ethics. There has been a decrease in English. English Language is on track to exceed FFT20 estimates, while English Literature estimates are slightly below FFT20 estimate of grade 7+.</p> <p>Year 10 mocks have recently finished and the third Year 10 report is due soon. This will allow us to start developing intervention programmes for those young people not currently on track.</p> <p><b>Year 11</b><br/>Headline data is similar to where they were in report 2. Estimated grades show that pupils are on track to exceed FFT20 estimates in most subjects, with the notable exception of RE for pupils estimated at 7+. A recent subject review looked at the progress of high-attaining pupils to look for any measures that could be implemented to improve grades.</p> |                      |
| <b>6</b> |          | <b>Governance</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                      |
| 6.1      | LGB4 6.1 | <p><u>Summer Governors' Day planning</u><br/>The Summer Governors' Day has been moved from 10th June to 8th June. Governors to confirm by email to PSC if they can attend and to please include any areas of interest. The day will include a walk around of the new build, discussion of potential funding avenues for (parental) contribution towards costs of trips (see 4.1) and potentially a discussion on the Ofsted briefing. The timing of link Governor sessions will be</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>All Governors</b> |

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|          |          | <p>reviewed to see if more time would be beneficial.</p> <p>All link Governors in attendance prioritise meeting with their link SLT and further to their introduction in Autumn, executive summaries will continue to be a main focus of the relevant sessions.</p> <p>PSC explained the purpose of Governors Day for Miss Harris.</p> |              |
| <b>7</b> |          | <b>Policies</b>                                                                                                                                                                                                                                                                                                                        | <b>Chair</b> |
| 7.1      | LGB4 7.1 | <p><b>Behaviour and Discipline Policy (Appendix 7 only)</b><br/>In section 6 the word 'disabilities' to be removed as this is a duplication and it proceeds 'SEND'.</p> <p>Governors adopted appendix 7.</p>                                                                                                                           | CGR          |
| <b>8</b> |          | <b>AOB</b>                                                                                                                                                                                                                                                                                                                             |              |
|          |          | None noted.                                                                                                                                                                                                                                                                                                                            |              |
| <b>9</b> |          | <b>Dates for Next LGB Meetings</b>                                                                                                                                                                                                                                                                                                     |              |
|          |          | <p>Monday June 8th, 2026      Summer Governors' Day<br/>Tuesday June 30th, 2026      Summer LGB 5</p>                                                                                                                                                                                                                                  |              |
|          |          | The meeting ended at 7.45pm.                                                                                                                                                                                                                                                                                                           |              |

| Meeting Item | Action                                                                                                                 | Owner         |
|--------------|------------------------------------------------------------------------------------------------------------------------|---------------|
| 1.1          | KP to follow up absence with IT and JN                                                                                 | KP            |
| 1.4          | JRU can present on Ofsted at a future LGB/Governors' Day                                                               | JRU           |
| 1.5          | Link roles confirmed with all except IT. KP to follow up                                                               | KP            |
| 2.2          | Governors to send KP Cyber Security certificates                                                                       | All Governors |
| 6.1          | Governors to confirm by email to PSC if they can attend Governors' Day on 8th June and any specific areas for planning | All Governors |
| 7.1          | Policy to be updated                                                                                                   | CGR           |