

LINTON HEIGHTS JUNIOR SCHOOL

LOCAL GOVERNING BODY

Meeting minutes

8th July 2026 - 6.00pm.



**Governors
present:**

Gill Powell (Chair) (GP)
Caroline Webb (Headteacher) (CW)
Benjamin Marriage (BM)
Matt McLoughlin (MMc)
Brian Harrison (BH)
Clare Ball (CB)
Anjuli Riley (AR)
Judy Day (JD)

**Others
present:**

Lucy Potter (Governance Professional) (LP)

Action

1. APOLOGIES FOR ABSENCE

Apologies were received and accepted prior to the meeting for Gabi Chamberlain (GC), Ed Symons (ES), Sarah Rosewell (SR) and Rob Hutton (RH).

2. DECLARATIONS OF INTEREST.

There were no declarations of interest other than those already entered in the school's register.

3. MINUTES OF LAST MEETING

The minutes of the LGB held on 13th May 2026 were agreed and signed by the Chair as an accurate record.

4. MATTERS ARISING

Action Points from Meeting of 13/05/26	Minute refers	Responsible
None		

5. Review SIP 2026/26; Approval of SIP 2026/27; Headteacher's Report

The Headteacher provided an update on progress against the SIP 2025/26 since the previous meeting.

Governors noted the completion of EBSA training by the Headteacher, Stacey Chapman, Karen Graves and two TAs, alongside continued support from the Local Authority SEND

Adviser. Staff training on the school's relational approach has continued, with a focus on strengthening pupils' sense of belonging. Governors also noted the introduction of class names, which had been well received by pupils and parents.

An update was provided on the Teaching for Creativity priority. This year's work has focused on developing staff understanding, with a clear plan in place to embed this further during 2026/27.

Governors discussed the potential introduction of mixed-age classes in response to budget pressures. A range of class structures is being considered, with final decisions dependent on pupil numbers and curriculum requirements. Mixed-age class planning will remain a priority within the SIP.

In response to governor questions, the Headteacher confirmed that curriculum resources, including Kapow, support mixed-age teaching and are adapted where necessary to promote creativity in line with school priorities.

The Headteacher provided an overview of priorities for the 2026/27 SIP. The school's relational approach will continue through ongoing monitoring and refinement, while Teaching for Creativity will remain a key priority with further staff development planned.

A new strategic priority will focus on inclusion, including strengthening SEND provision and developing the school's Learning Base. Governors noted updates regarding additional SEND funding and the Local Authority's interim funding arrangements for pupils awaiting EHCPs.

Moving on to the Headteacher's Report, the Headteacher reported changes to pupil numbers, with all recent leavers having moved away from the area. Attendance has declined due to a small number of pupils with significant attendance needs and an increase in term-time holidays. Governors discussed attendance, and the Headteacher confirmed that attendance monitoring and intervention will be strengthened next year as part of the school's inclusion strategy.

Governors noted that there are currently 12 pupils with Education, Health and Care Plans (EHCPs) with 11 applications pending. Significant progress has been made in completing EHCP applications, ensuring the school is well prepared for September.

Governors congratulated staff on the success of Creative Arts Week, praising the quality of pupils' work and the enthusiasm generated through the event. The Headteacher also highlighted developing links with Cambridge Makers to provide further creative opportunities for pupils. [GP to send an email of thanks to Emma Mason.](#)

GP

Governors received updates on improvements to the school site, including new fencing, hall renovations and planned swimming pool refurbishment, together with the successful completion of the Year 4 and Year 6 residential visits and the Year 6 production.

The Headteacher updated governors on staffing. An appointment has been made to the office role; however, recruitment to the site manager and a permanent teaching post has been unsuccessful. Interim arrangements are in place for September, and recruitment will continue.

6. Discussion of Pupil Outcomes

The Headteacher presented the current pupil outcomes, noting that KS2 SATs results had been delayed and would be available the following week. Teacher assessment indicates that 70% of Year 6 pupils achieved the expected standard in writing. Although this is lower than last year, governors noted the strong progress made by the cohort. **CW to distribute SATs results once they are available.**

Governors discussed variations in teacher assessment data across year groups, particularly in Years 3 and 4. The Headteacher acknowledged that further moderation and analysis would be undertaken to ensure assessments accurately reflect pupil attainment and to identify priorities for targeted support in September.

Governors noted that Year 4 Multiplication Tables Check results were the strongest achieved in the last three years, although these did not fully align with teacher assessment data and will be reviewed further.

The Headteacher highlighted improving outcomes for disadvantaged pupils as a key priority within the school's inclusion strategy for 2026/27. Governors also discussed the time required to prepare assessment data.

7. Annual Safeguarding Monitoring Report

The Headteacher presented the annual Safeguarding Monitoring Report. Governors discussed arrangements for pupils accessing alternative provision and were assured that appropriate safeguarding checks and assurances are in place for all external providers, including hospital education services.

The review identified online safety training as an area for development. The Headteacher explained that planned Trust-wide training had not been secured this year and confirmed that this will be prioritised in September. Governors noted that the Trust's safeguarding planner has supported the school's safeguarding monitoring effectively.

Governors sought clarification regarding safeguarding training for agency and contracted staff and were assured that these staff receive training through their employing organisations, with appropriate assurances recorded on the SCR (Single Central Record). Governors also noted that the monitoring return had been submitted.

The Headteacher reported that Benj Marriage (BM), our Safeguarding Link Governor, had completed a monitoring visit, including checks of the SCR, attendance records and MyConcern safeguarding records. BM confirmed he was satisfied that appropriate safeguarding processes are in place. A formal report will be provided in due course.

8. Inclusion Link Governor Report

Anjuli Riley (AR), our Inclusion Link Governor, shared feedback from her monitoring visit, which focused on ordinarily available provision and inclusion practices.

Governors noted positive examples of inclusive practice, including the use of specialist equipment to support pupils' needs and the progress seen through the Learning Base. The visit also highlighted the positive impact of staff support and adaptations within the classroom.

AR discussed ongoing challenges, including funding pressures and delays with EHCP processes, which are outside the school's direct control. Priorities moving forward include

completing EHCPs and annual reviews, strengthening transition work with feeder schools, and continuing to develop inclusive practice within mainstream classrooms.

The importance of effective Teaching Assistant deployment was also discussed, with a focus on ensuring support has the greatest impact. Governors welcomed the positive report.

9. PSHE Policy Consultation

The Headteacher presented the updated PSHE Policy ahead of statutory implementation from September. Governors noted that PSHE has always been a priority at the school and that the changes represent minimal adjustments to current practice.

The policy, adapted from a Trust model, has been updated to reflect statutory requirements. The school will continue to use Kapow for PSHE teaching, with staff training undertaken to ensure the statutory content is appropriately covered. Weekly PSHE and wellbeing lessons will continue, with ongoing monitoring to ensure consistency.

Governors discussed areas including parental withdrawal from Relationships and Sex Education (RSE) and how this would be recorded. Parents have been consulted on the policy and provided with access to the curriculum content.

Governors noted that some additional statutory elements, including first aid, will need to be incorporated into the curriculum. The Headteacher also clarified that the Trust wellbeing survey currently being completed by Years 3–5 pupils is separate from the PSHE curriculum.

Governors discussed changes within the online safety element of PSHE, noting the increased focus on digital influence, advertising and how online content can affect choices and behaviour. Governors approved the policy.

10. Feedback from the AFG

The Chair updated governors on the ongoing review of governance arrangements across Anglian Learning. The review is not yet complete and therefore full details could not be shared ahead of the AGF meeting.

Governors noted that the Trust is committed to revising its governance model following research, consultation and input from a working group of Headteachers, Chairs of Governors and Trustees. The aim is to strengthen the connection between schools and governance, providing governors with greater opportunities to engage with and influence school improvement while ensuring effective reporting to Trustees.

11. AOB

The Chair thanked governors and Lucy Potter (LP) Governance Professional for their continued commitment, support and hard work throughout the year. Appreciation was also expressed to the Headteacher for her contribution and the progress she has made in her role.

12. DATE, TIME, AND VENUE OF NEXT MEETING

Wednesday 23rd September 2026, 18:00 – LHJS – Mobile

There being no further business, the meeting closed at 19:34.

Signed as an accurate recordDate

