

Samuel Whitbread Academy (SWA) – Governing Body Meeting – Published Minutes - Thursday 2nd October 2025

Item		Action
1	<p>Welcome and Introductions</p> <p>Attending the meeting in addition to the governors were Clerk (JW), Principal (Nick Martin) and Vice Principal (Ian Butler). BEST Chief Financial Officer (Kim Rowe) and Assistant Principal (Rob Graves) joined the meeting virtually. The Chair introduced the new parent governors (NG/SK/SM).</p> <p>Apologies – Three governors were absent. Apologies were accepted. Declarations of Interest – No interests were declared.</p>	
2	<p>Financial Performance</p> <p>The BEST Chief Financial Officer Kim Rowe (KR) joined the meeting virtually and discussed the school’s financial position/budget information. She advised the Governors role is the strategic financial management of the school and to ensure there is financial oversight and an appropriate level of challenge and it is not an operational role. She advised SWA is in a strong financial position. Governors asked questions about budget challenges and capital investments.</p>	
3	<p>Elect Chair and Vice Chair</p> <p>Governors agreed to elect the Chair/Co-Vice Chair for the 2025/26 academic year at the December meeting. Governor (AW) will continue as Interim Chair. The Governing Board will pass on their thanks to the previous Chair (SD) who left the Chair role in the summer.</p>	
4	<p>Educational Performance</p> <p>The Assistant Principal (RG) provided a summary of the 2025 GCSE results. He stated that the overall results were very good and in line with previous years. He discussed overall department headlines. The Assistant Principal (LH) delivered a pre-recorded presentation on the A Level headlines. Governors asked questions regarding attainment, SEND and disadvantaged children, student attendance at exams and what department support is in place including P6. Governors congratulated the school on the A Level results and overall GCSE results.</p>	
5	<p>Confirm LGB Responsibilities inc. Governor Link Roles</p> <p>Governors confirmed they had read the Governance Handbook and understood the roles and responsibilities of the LGB.</p> <p>The Chair confirmed that following governors’ resignations there had been a reallocation of Governor Link Roles. The Chair explained the governor link visit process and links to each Department. The Principal explained that Governor (SD) will oversee Safeguarding whilst a new Governor is trained in this area.</p>	

6	<p>Careers - New Government Statutory Guidance</p> <p>The Assistant Principal (LH) delivered a pre-recorded presentation on the new statutory guidance. Governors discussed the importance of this to allow students to see what careers pathways are available.</p>	
7	<p>Principal's Report</p> <p>The Principal discussed Ofsted changes tabled to Governors in meeting and updated on SEF, Open Evenings, Training Days, Arts events, staff recruitment, GDPR, appraisals and senior team training.</p> <p>Governors asked questions about cyber security.</p>	
8	<p>Policies</p> <p>Governors agreed to adopt the Lesson Observation Policy.</p>	
9	<p>Minutes of the previous meeting</p> <p>Governors confirmed they had read the minutes from the last meeting. Minutes from the LGB meeting on 10th July 2025 were agreed.</p>	
10	<p>AOB</p> <p>The Chair confirmed HODs presentations to governors' are calendared for Tuesday 7th October with Thursday 9th October as a back-up day. Governors were asked to confirm if they can attend on either day.</p>	
11	<p>Next meeting date</p> <p>Thursday 16th December (updated fm 4th Dec) 7pm - online.</p>	