



LONDON BOROUGH OF RICHMOND UPON THAMES
Orleans Primary School
 Hartington Road, Twickenham, TW1 3EN

**Agenda for Full Governing Board meeting to be held on
 Wednesday 10th December 2025 at 6.30pm in the school**

Constitution, Membership and Attendance

LA - 1	PARENTS - 2	CO-OPTED - 8	STAFF – 1 + Headteacher	Associate Member
Mike Dormer MD (Chair)	Julia Shute - JS	Rosalind Orchard - RO (Vice Chair)	Victoria Coward - VC (Head of School)	Helen Tonge - HT
	Marta Grane - MG	Rob Long - RL	Loretta Lau - LL	
		Dinaz Zaq - DZ	Daniel Bishop (DB) Exec Head Teacher	
		Philip Moshi - PM		
		Siobhan Moynihan - SM		
		Balsheel Beeharry - BB		
		Vacancy		
		Vacancy		

Item	Previous Item	Discussion	Action
1.0		<p>WELCOME, APOLOGIES & DECLARATIONS OF INTEREST</p> <p>The Chair welcomed everyone to the meeting. Apologies were received from BB, JS & RL.</p>	
2.0		<p>DECLARATIONS OF INTEREST</p> <p>There were no declarations of interest for this agenda.</p>	
3.0		<p>MINUTES & ACTIONS OF THE LAST MEETING</p> <p>The following documents were circulated to Governors prior to the meeting: [01] Minutes 15.10.25 [02] Actions 15.10.25</p> <p>The minutes of the meeting held on 15.10.25 were approved and signed by the Chair of Governors. The actions arising from the meeting held on 15.10.25 were updated as follows:</p>	
3.1		David Coy to review Acceptable Use Policy	Complete
3.2		ToR for BAPD and FP&P to be reviewed/revised.	Complete
3.3		SEN Policy and Information Report to be reviewed with PM at next FGB.	Complete
		ACTION: Ensure that the Acceptable Use Policy for staff and governors reflects the same terms and conditions.	SBM
		ACTION: Ensure that the SEN Policy & Information Report is uploaded to the school website.	HoS
4.0		COMMITTEE UPDATES	

		<p>The following documents were circulated to Governors prior to the meeting: [03] Minutes QE 07.10.25 [04] Minutes BAPD 19.11.25 [05] Minutes FP&P 04.12.25 not available for this meeting</p> <p>There were no further questions on the committee meeting minutes.</p>	
5.0		<p>GOVERNANCE MATTERS</p> <p>The following documents were circulated to Governors prior to the meeting: [06] School Place Planning Group November 2025 Update</p>	
5.1		<p>School Place Planning Statement The Place Planning Position Statement updated Governors on the local situation regarding falling rolls. The situation remains pessimistic, with the birthrate continuing to fall. AfC is beginning to discuss school closures as part of the strategy going forward, although faith schools cannot be closed by the LA. Where a school is below 80% capacity, this is considered low roll numbers. Parental choice remains a key principle in school admissions. There are 23 less Reception classes than in 2015.</p> <p><u>Governor asked if there is a timeline associated with school closures.</u></p> <p>The Chair stated that there is a three year planning cycle for school closures. The LA is tracking the birth rate, however it is difficult to forecast how many of these children will take school places in the Borough.</p> <p><u>Governor asked if the Board should be concerned about possible closure of the school.</u></p> <p>The EHT stated that Orleans Primary is unlikely to be affected by any change in the place planning strategy to possibly close schools. The HoS added that there are four school open days planned and there have been 20 families visiting at each of these sessions to date – this is encouraging. The HoS will update Governors in January on the admissions applications status and a more complete picture will be available in March.</p>	
5.2		<p>Directors Termly Briefing 02/12/25 The Director’s Termly Briefing focused on:</p> <ul style="list-style-type: none"> • Falling rolls in the locality and how this is impacting secondary provision. • SEND building projects are accelerating to fulfil this provision gap. • The new Ofsted Framework is now in operation and attendance and behaviour have been added as graded areas. Orleans Primary is likely to be inspected in 2028. 	
5.3		<p>Head of School Performance Management Targets Executive Head Teacher targets have been agreed with the Chairs of Governors and the SIP Emma Smith. The performance management targets for the Head of School will be overseen by the EHT.</p>	
5.4		<p>Pay Review Panel The Pay Review Panel met on 04.12.25 and ratified the recommendations of the EHT. Letters will be sent to teaching staff this week confirming pay and/or progression.</p> <p><u>Governor asked if teacher pay awards are in line with the market.</u></p> <p>The EHT explained that the pay range of staff is defined in the School Teachers Pay & Conditions Document and reflected in the school Pay Policy.</p>	
5.5		<p>Link Governor Visits ACTION: Governor RO to share a list of Link Governors with the Clerk. Clerk to follow up with Governors on scheduling link visits.</p>	

	<ul style="list-style-type: none"> • All stakeholders will be notified of the outcome. • There will be elections for the Board of Governors. <p><u>Governor asked if parents will have input to the decision.</u></p> <p>The EHT stated that parent input will be sought via the consultation process.</p> <p><u>Governor asked if the Chase Bridge Board of Governors are in favour of a federation.</u></p> <p>The EHT stated that Chase Bridge governors are challenging the basis of the federation and want to ensure that Chase Bridge is protected in terms of its budget and its pupil outcomes. The benefits are clearer for Orleans Primary governors where there has been some instability around school leadership. AfC has made it clear that schools need to look at how they can collaborate for long-term sustainability.</p> <p><u>Governor agreed that the focus has been on stabilising Orleans Primary this term, following SLT resignations. There has been less focus on the longer term benefits of federation to date.</u></p> <p><u>Governor asked if the consultation outcome could derail the decision to proceed in principle.</u></p> <p>The EHT stated that technically the consultation outcomes does not have to affect the decision to proceed, however it is in the best interests of the children and the community to ensure that concerns and questions are fully addressed and worked through.</p> <p><u>Governor asked if a communications plan for stakeholders had been considered – a flow of information to the community regarding the process towards and the benefits of federation should be clearly shared from the earliest opportunity.</u></p> <p><u>Governor noted that the two schools are at different starting points in terms of communications to stakeholders.</u></p> <p>The EHT added that Chase Bridge is at a different stage in its development and needs to be outward facing and leading in education in the area, for example with the Mental Health team or in leading a federation of schools.</p> <p><u>Governor asked how Orleans Primary staff are feeling about the prospect of federation.</u></p> <p>The Staff Governor stated that staff are positive about the potential move to a federation and would like to see more of how Chase Bridge operates as a school.</p> <p>The EHT informed Governors that there has been some exchange of staff between the schools and joint moderation has taken place.</p> <p>Parent and staff surveys will take place in February and the questions will be mirrored in each school.</p>	
8.0	<p>SELF-EVALUATION</p> <p>The EHT invited questions from Governors on the self-evaluation.</p> <p>The EHT highlighted the following:</p> <ul style="list-style-type: none"> • The staff is receiving training on the key SDP development priorities. • A subject monitoring area is being established. • All SDP priorities are being progressed. • The Behaviour Policy has been implemented and is being embedded by staff. 	

		<ul style="list-style-type: none"> • OPTA has met with the SLT to agree a fundraising and expenditure priorities plan for the year ahead. 	
9.0		<p>SDP PRIORITIES UPDATE</p> <p>As above on item 8.0.</p>	
10.0		<p>POLICIES</p> <p>There were no policies for review at this meeting.</p>	
11.0		<p>AOB</p> <p>Governor noted the commendable work of the SENCo as noted in the SIP Report.</p>	
		<p>The meeting ended at: 8.00pm</p> <p>The next meeting will be held on: Wednesday 18th March 6.30pm</p>	