



A Regular Meeting of the Ermysted's Grammar School Full Governing Board was held on **Thursday 29th January 2026 at 4.30pm in the School Library and via MS Teams.**

GOVERNORS

Mr S Clarkson [SJC] Chair (FTG); Mrs J Lloyd [JL] Vice Chair (FTG)
 Mr M Evans [MJE] Headmaster (SG); Dr S Humphrey [SH] (FTG); Ms S Trelease [ST] (FTG)
 Mrs D Swiffen [DS] (FTG); Mr J Burton [JB] (FTG); Mrs S Ahsan [SA] (FTG); Prof C Choudhury [CC] (FTG)
 Ms C Foster [CF] (FTG); Mr C Escott [CE] (PG); Ms N Ballantyne [NB] (LA)
 Ms L Reynolds [LR] (CG); Mr R Burns [RB] (SG); Mr N Scott-Pearce [NSP] (PG)

(FTG) Foundation Trustee Governor; (SG) Staff Governor
 (LA) Local Authority Representative Governor; (PG) Parent Governor; (CG) Co-opted Governor

TO BE IN ATTENDANCE

Mr D Frankland [DRF] Clerk to Governors
Members of the Senior Leadership Team
 Ms P Davies [PD] Deputy Head Teacher; Mr A Jackson [AJJ] Deputy Head Teacher
 Mr A Wooley [ADW] School Business Leader; Mr S Speak [SS] Assistant Head Teacher
 Mr G Barrett [GB] Assistant Head Teacher, Head of Sixth Form

MINUTES OF THE REGULAR MEETING OF THE FULL GOVERNING BOARD 29.01.26

GOVERNORS PRESENT

Mr S Clarkson [SJC] Chair (FTG); Mrs J Lloyd [JL] Vice Chair (FTG)
 Mr M Evans [MJE] Headmaster (SG); Dr S Humphrey [SH] (FTG); Ms S Trelease [ST] (FTG)
 Mr J Burton [JB] (FTG); Mrs S Ahsan [SA] (FTG); Prof C Choudhury [CC] (FTG)
 Ms C Foster [CF] (FTG); Mr C Escott [CE] (PG); Ms N Ballantyne [NB] (LA)
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IN ATTENDANCE

Mr D Frankland [DRF] Clerk to Governors
Members of the Senior Leadership Team
 Ms P Davies [PD] Deputy Head Teacher
 Mr A Wooley [ADW] School Business Leader; Mr S Speak [SS] Assistant Head Teacher
 Mr G Barrett [GB] Assistant Head Teacher, Head of Sixth Form

PROCEDURAL

Min	Item	Lead	att
	Associated papers for the business of this meeting, with the exception of the approved minutes, are available on the SharePoint at: link		
48::26 FGB	To extend a welcome to all present and open the meeting. Meeting status: quorate	Chair	



	<p>Meeting status: The Chair opened the meeting at 16.30hrs and extended a welcome to all present.</p>		
49::26 FGB	<p>To receive apologies and consent to absences.</p> <p>The Clerk was in receipt of an apology for DS which was recorded as consented. The Clerk was in receipt of an apology for AJJ.</p>	Chair Clerk	
50::26 FGB	<p>To receive any Declarations of Interest, pecuniary or non-pecuniary, for the purpose of the business of this meeting.</p> <p>There were no Declarations of Interest, pecuniary or non-pecuniary, for the purpose of the business of this meeting.</p>	Chair Clerk	
51::26 FGB	<p>To receive notification of other urgent business for consideration at agenda item: - other business.</p> <ul style="list-style-type: none"> • MJE a brief item of business to be tabled at 67::26 AOB <p>There was no notification of other urgent business for consideration at agenda item: - other business.</p>	Chair	
52::26 FGB	<p>To determine whether any part of the proceedings should be treated as confidential and excluded from the minutes to be made available for public inspection.</p> <p>Governors agreed items of confidential business to be determined where appropriate. Governors and attendees are reminded of the need for confidentiality on some aspects of Governing Board Meetings.</p>	Chair	
53::26 FGB	<p>Governor Composition and Report: Confirm the Governing Board Composition (as the agenda header)</p> <ul style="list-style-type: none"> • To confirm the retirement of CC from the Governing Board as of the close of this meeting. <p>The Chair confirmed the retirement of CC from the Governing Board as of the close of this meeting and recorded a note of especial thanks to CC for her service as a Foundation Trustee Governor to both the Foundation Trust and the Governing Board throughout her term of office.</p> <p>Constitution of the Governing Board:</p> <ul style="list-style-type: none"> • There is one vacancy on the Board for a Co-opted Governor. • There is one vacancy on the Board for a Foundation Trustee Governor. <p>The Chair confirmed the composition of the Governing Board as the agenda header with the one vacancy for a Co-opted Governor; the term of office for a Co-opted Governor being three years, and the one vacancy for a Foundation Trustee Governor, the term of office for a Foundation Trustee Governor being four years.</p>	Chair Clerk	



	<p>The Chair noted also the expiry of the term of office on 03.02.26 for DS sitting as a Foundation Trustee Governor and: Action: If approved DS to be invited to sit for a further term of four years from 03.02.26 - 03.02.30; DS to be considered elected and her appointment to be confirmed at the next meeting of the Foundation Trust to be held on or prior to 12.03.26. Her appointment as the Ermysted's Representative Trustee Governor to the Boyle and Petyt Foundation at the Boyle and Petyt Primary School Beamsley for the period 03.05.23 - 03.05.28 to be confirmed in due course.</p>		<p>Act SJC JL</p>
<p>54::26 FGB</p>	<p>To confirm the completion of: 'SignNow' documents for required Governor declarations, namely:</p> <ul style="list-style-type: none"> • Register of Business Interests; • Register of Gifts & Hospitality; • EGS Code of Practice; • Governor Skills Audit; • Safeguarding Requirements, KCSiE (part 2). <p>To confirm Governor completion of the Cyber Security Training as a requirement of the school's RPA.</p> <p>Action: Governors who have not as yet completed the above to do so at the earliest opportunity please and notify the Headmaster's PA, KT to confirm.</p>	<p>Chair</p>	<p>Act all Gov's</p>
<p>55::26 FGB</p>	<p>To approve as a correct record, the minutes of the Regular Meeting of the Full Governing Board held on: 27.11.25.</p> <p>The minutes of the Regular Meeting of the Full Governing Board held on 27.11.25 were proposed as a correct record by the Chair, seconded by SA, and approved by the Board. The minutes are available on the SharePoint at: link</p> <p>To approve as a correct record, the confidential minutes of the Regular Meeting of the Full Governing Board held on: 27.11.25.</p> <p>The confidential minutes of the Regular Meeting of the Full Governing Board held on 27.11.25 were proposed as a correct record by the Chair, seconded by SA, and approved by the Board. The minutes are available on the SharePoint at: link</p> <p>To consider matters arising from the minutes for which there is no separate agenda item.</p> <p>There were no matters arising other than those to be concluded within the business of this meeting.</p>	<p>Chair</p>	
<p>56::26 FGB</p>	<p>To receive a brief resume of business from the Committee Chair, from the meeting of the School Improvement Committee held on 15.01.26.</p>	<p>Chair CF</p>	



Providing a brief resume to the business of the School Improvement Committee meeting held on 15.01.26 the Committee Chair, CF explained:

- AJJ had provided a detailed and informative Safeguarding update including an overview of current systems and areas of development.
In addition to the above AJJ had also revised the Link Governor template (the Link Governor reporting feedback form) - to include a question relating to safeguarding in all Link Governor visits, to enable safeguarding to remain a constant focus for all Governors as a reminder of their individual responsibility and accountability.
The revised 2025-2026 Link Governor reporting form is available on the SharePoint in the 2025-2026 Link Governor folder at the following: [link](#)
- AJJ had provided overview to the Updated PP Strategy and associated strategies to support the school's disadvantaged pupils. The school currently in year two of the three year Strategy with the targets and objectives unchanged from this time last year when it was last shared with all Governors.
- The Headmaster had provided an update on Staff Training and recent staff training initiatives, noting that one of the key development priorities this year for the school is the further development of teaching and staff well-being, this being the second target on School Development Plan.
- Governors had discussed the recent changes to the school's admissions test, with the review in the wider community generally well received, particularly the move to reduce any potential advantage available through tutoring.

To receive a brief resume of business from the Committee Vice Chair, from the meeting of the Resources & Finance Committee held on 19.01.26.

JB

Providing a brief resume to the business of the Resources & Finance Committee meeting held on 19.01.26 and in the absence of the Committee Chair, the Committee Vice Chair, JB explained:

- ADW had provided a detailed update to the Nine-month Outturn to December 2025 together with the significant variances in Forecast against Budget in terms of Income for the year;
- Governor had considered the update on actions from the recent NYC Health & Safety Inspection together with the overview of the additional installations in planning regarding Health and Safety;
- ADW had provided an update of the Capital Projects and Site Works planned and potential in the short and medium term for 2025 - 26, together with the indicative costs where available.



	<ul style="list-style-type: none"> SJP had provided overview to the SFVS, the completed document to be approved at the meeting of the Full Governing Board on 12.03.26 and thereafter submitted to the LA by 31.03.26 at the latest. The SFVS helping to provide schools with assurance that they are meeting the basic standards necessary to achieve a good level of financial health and resource management. <p>To receive minutes, where available, from any additional Committee Meetings or Panels held since the last Regular Meeting of the Full Governing Board on 27.11.25.</p> <p>The Chair confirmed other than the one Governor Panel meeting on 28.11.25, there had been no other meetings of Committees or Panels since the last Regular Meeting of the Full Governing Board on 27.11.25.</p>	Chair Clerk	
57::26 FGB	<p>Dates of meetings of the Foundation Trust, FGB & Committees for the remainder of the academic year 2025 - 2026: All meetings at 4.30pm unless otherwise indicated.</p> <p>Spring Term 2026: Thursday 26 February 2026 School Improvement Committee Monday 2 March 2026 Resources & Finance Committee Thursday 12 March 2026 4.00pm Foundation Trustees Meeting Thursday 12 March 2026 4.45pm Full Governing Board</p> <p>Summer Term 2026: Thursday 30 April 2026 Resources & Finance Committee Thursday 14 May 2026 Full Governing Board Thursday 4 June 2026 Full Governing Board Strategy Meeting Thursday 11 June 2026 School Improvement Committee Monday 15 June 2026 Resources & Finance Committee Thursday 25 June 2026 4.00pm Foundation Trustees Meeting Thursday 25 June 2026 4.45pm Full Governing Board</p>	Chair	
BUSINESS OF THE FULL GOVERNING BOARD			
58::26 FGB	<p>Headmaster's Report (report attached) Pupil progress; staffing; behaviour and attendance; GDPR and H&S; School trips.</p> <p>The supporting information for the meeting 58::26 - 61::26 is available within the PowerPoint on the SharePoint at: link The Headmaster's Report is available on the SharePoint at: link</p> <p>Speaking firstly to Staffing the Headmaster provided an update on new appointments year to date, both internal and external, together with recent resignations and flexible working requests; the more detailed information is available within the Report.</p>	Chair MJE	



	<p>With the retirement of the individual, previously Head of Lower School, the opportunity had been taken to move away from the one person in charge of two year groups to a Head of Year system for Year 7 and Year 8, now with Heads of Year throughout the school.</p> <p>Notably with the current staffing review through all of the appointments, the pastoral team at the School is again strengthened further with a cohort of very experienced and capable managers in place.</p> <p>Meeting status: JL joined the meeting at: 16.48hrs</p> <p>Moving to Attendance, Governors considered the Absence information (year to date current academic year up to 20.01.26), with overall attendance at 95.3%, overall absence at 4.7%, and unauthorised absence at 0.7%.</p> <p>By comparison the regional attendance (Ermysted’s compared to other similar schools in the North Yorkshire area), on overall attendance the school ranked third out of 41 school, and by comparison to national attendance the school in decile 1, the top 0-10% of schools.</p> <p>Governors remain aware of the persistently absent figure of 10%, the discussions ongoing around the contextual barriers being addressed in terms of that, and of the record number of parents being fined with Yorkshire and Humber currently the worst region in the country.</p> <p>The more detailed information on Attendance is available to Governors in the associated PowerPoint.</p> <p>The Headmaster provided update on the school trips currently planned throughout the 2025-2026 academic year, and the Board approved the residential Ski Trip 2027 to Italy (Bardonecchia) departing 21.03.27 - 28.03.27 during the 2027 Easter Break. The cost to be confirmed in due course.</p> <p>The Headmaster was pleased to be able to share the first image from the telescope in the school’s observatory being that of the planet Jupiter and potentially its four largest moons, the Galilean moons. The new observatory a superb resource for the school and particularly for the students studying astronomy, and with an expression of interest received from the SGHS to enable their students to use the facility.</p> <p>The Chair thanked the Headmaster for his detailed and informative reporting.</p>		
<p>59::26 FGB</p>	<p>Financial considerations and capital projects (to be tabled) Plans for the coming months and strategic planning</p> <p>Meeting status:: A confidential item of business was recorded.</p> <hr/> <p>Meeting status:: An additional confidential item of business was recorded.</p>	<p>Chair ADW</p>	



<p>60::26 FGB</p>	<p>Teaching and Learning (to be tabled) January 2026 learning walks</p> <p>The supporting paper ‘Whole School Learning Walk 1 Report January 2026 Week A Monday 12th January 2026 - Week B Friday 23rd January 2026’ - is available to Governors on the SharePoint at: link</p> <p>Providing a brief resume, PD explained this had been the second of the three calendared whole school learning walks completed this academic year, timetabled centrally, and concentrated on Y7 through to Y11 lessons, as the first learning walk was on Y12 and Y13 lessons. The focus on creating an inclusive culture which includes knowing and responding to pupils and the different cohorts in the classroom.</p> <p>Members of the SLT had either observed in pairs or with Heads of Faculty or Assistant Heads of Faculty where available and had taken place over a two week period beginning Monday 12th January 2026 with each observation lasting no longer than 25 minutes.</p> <p>Staff had been observed only once and had known in advance which lesson would be observed. Observers had recorded strengths and areas for enquiry, using the summary points of the teacher blueprint a condensed version of the teacher Blueprint which had been created collaboratively between EGS and SGHS leaders. (See appendices within the paper on the SharePoint).</p> <p>In summary the main strengths identified included:</p> <ul style="list-style-type: none"> • Positive Climate for learning, including well managed classrooms, and engagement, participation and enjoyment from pupils • Effective questioning and oracy • Strong assessment for learning and subject knowledge • High quality modelling and scaffolding • High quality work output and books • Effective support for SEND, PP and lower attaining pupils • Well-structured lessons with clear sense of progression • Use of resources and technology • Meaningful links to real-world and careers <p>...and the areas presenting for enquiry included:</p> <ul style="list-style-type: none"> • Marking and green pen response routines • Pace, challenge and increased opportunities for independent learning • Questioning that checks understanding for all • Differentiation for SEND/PP and varied abilities <p>In terms of evaluation PD confirmed strong evidence had been provided to suggest that teaching is well planned, purposefully structured, rooted in high expectations, delivered with strong subject expertise and supported by excellent routines and relationships. It suggests pupils are consistently engaged, motivated and confident, producing high</p>	<p>Chair PD</p>	
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	<p>quality work, actively participating in their learning and benefiting from effective scaffolding and assessment.</p> <p>The more detailed information on training that has supported teaching and learning particularly the shared training sessions with SGHS providing more opportunities to discuss pedagogy and strategies to support assessment and integration, and next steps, are available in the paper</p> <p>On ‘Book Looks’, in the autumn term 2, the HoF had conducted book looks on Y8, Y10 and Y12 week commencing Monday 10 November. All books showed that the whole school literacy non negotiables are displayed and that the responsive marking system continues to be embedded. The more detailed findings are available in the paper on the SharePoint, and the summary of book look actions include:</p> <ul style="list-style-type: none"> • Ensuring consistency of pupil response to teacher feedback will remain a focus • HoF to explore strategies that support immediate, effective feedback whilst reducing workload (supported by staff workload survey results Nov ’25) • SEND and PP cohorts to remain a whole school focus with further training planned on differentiation, and questioning strategies • DH to work with HoF to support identified staff where balance between pupil and teacher input may need adapting in lesson plans and delivery • Book looks for Y9 planned for Y7, Y11 and Y13 spring term 2. <p>There were no questions.</p> <p>The Chair thanked PD for her report.</p>		
<p>61::26 FGB</p>	<p>Pupil progress (verbal report) Summary of Year 13 and Year 11 mock performance and actions taken since.</p> <p>Speaking on behalf of AJJ unable to attend the meeting, the Headmaster provided a brief update on Pupil Progress and summary of Y13 and Y11 mock performance and actions taken since.</p> <p>The Headmaster explained that subject leaders analyse data within their subject to identify individuals needing support. The example was given of mathematics which had delivered assessments the previous week for Y12 and those students underperforming had been identified and interventions put in place. A similar protocol applied to every subject across the school.</p> <p>Thereafter, at the various data collection points throughout the year, forecast grades and attitude to learning grades are collected with the Heads of Year and the Pastoral team monitoring the data to identify those pupils requiring support. For those pupils underperforming their targets by one grade on average, parents are invited into school for open discussion.</p>	<p>Chair AJJ GB</p>	



	<p>The gains in some cases are limited, though all are moving forward, and the meetings are without exception very well received by parents and the pupils alike.</p>		
<p>62::26 FGB</p>	<p>Safeguarding update:</p> <p>In the absence of AJJ the Safeguarding Governor SH provide a brief update of the recent Monitoring Safeguarding visit from NYC of 11.12.25, the purpose of the visit to work with school leaders to review safeguarding culture and practice.</p> <p>In summary the visit had been very positive, conversations and observations were affirming of a strong safeguarding culture and a restless determination to keep developing safeguarding practice, with leaders very appreciative of guidance from the LA dedicated Safeguarding Advisers.</p> <p>Governors remain aware of the key actions and recommendations from the visit; the detail available in the Report on the SharePoint to Governors who have access at: link</p> <p>In terms of her Safeguarding Link Governor visit to the school the previous day 28.01.26 SH confirmed she would make her Report available at the earliest opportunity. During her visit and with support from the Headmaster’s PA they had together interrogated the Single Central Record and discussed the external validation of that, including the whole process of recruitment.</p> <p>With support from the Designated Safeguarding Lead, AJJ, there had been discussion around the safe use of AI and across the day there had been a very positive meeting with a small group of students from Y7 to Y12 to discuss Safeguarding. SH advised later in the day she had been fortunate to join a pastoral meeting being run by two NYC Educational Psychologists to discuss Attendance which had been a most positive experience.</p> <p>SH confirmed Action: She would submit her Link Governor Report at the earliest opportunity, to be circulated to Governors in due course.</p> <p>Against a Governor question as to the collaboration with the SGHS and safeguarding, specifically regarding DBS checks, the Headmaster confirmed the School provided a written assurance to the SGHS that anyone from Ermysted’s who comes into contact with the SGHS pupils had an enhanced DBS check, and similarly the reverse applied. The SGHS providing Ermysted’s with a declaration that the DBS checks had been seen and they are satisfied by the information they had received.</p> <p>There were no further questions.</p> <p>The Chair thanked SH for her report.</p>	<p>Chair AJJ</p>	<p>Act SH</p>
<p>63::26 FGB</p>	<p>Policies to ratify:</p> <p>There were no policies presented for approval.</p>	<p>Chair</p>	



64::26 FGB	<p>Link Governor visits & reporting: Link Governor visit pro-forma & 2025-2026 reports. The reporting pro-forma and year to date Reports are available on the Drive at: link</p> <ul style="list-style-type: none"> • Link Governor: JB; Link Area: Careers; Date of visit: 07.01.26 • Link Governor: LR; Link Area: SEND; Date of visit: 13.01.26 	Chair	
65::26 FGB	<p>Petyt Library Update</p> <p>Providing a brief update the Chair of Governors confirmed that the Skipton Town Council (STC) had now heard back from the Charity Commission who had acknowledged STC as the responsible custodian of the Library instead of North Yorkshire Council. The STC to now convene a meeting of their Trustees to change the constitution of the Trust and allow for Ermysted's to be added as Trustees. As to whether, or indeed when Trustees for Ermysted's are to be added as officers remains to be confirmed.</p> <p>The Chair of Governors to provide further update in due course.</p>	Chair	
66::26 FGB	<p>Governor support information / NYC Governor training: (links updated and active as at 16.01.26)</p> <ul style="list-style-type: none"> • Maintained School Governance Guide - Gov.uk: link • NYC Governor Training / SIN Meetings 2025-2026: link • For NYC, CYPS / Governance / main page: link • Support Information for new Governors is available on the SharePoint in the folders for this academic year. • NGA (National Governors Association): link • NGA Members login / password reset: link • The National College: link • What maintained schools must publish online: link 	Chair Clerk	
OTHER BUSINESS			
67::26 FGB	<p>To deal with any matters agreed for consideration under previous agenda item (urgent business).</p> <p>The AOB from 51::26 discharged as a confidential item of business within 59::26 .</p>	Chair	
68::26 FGB	<p>To review the business of the meeting and determine whether any part of the proceeding should be treated as confidential and excluded from the minutes to be made available for public inspection.</p>	Chair	



	<p>The Governing Board exercised the option to determine items of business be treated as confidential and the business, therefore, be excluded from the minutes of this meeting to be made available for public inspection; ergo a confidential item of business is assigned to the minutes of this meeting.</p>		
	<p>Meeting status:: There being no further business the Chair thanked Governors for their continuing support and declared the meeting of this Full Governing Board closed at 18.36hrs.</p> <p>David Frankland Clerk to the Governing Board Secretary to the Foundation Trust dfrankland@ermysteds.uk</p>		