Confirmed Minutes of the Full Governing Body meeting on Thursday 19th March 2026 at 5.00pm at Holyport College

Governors *denotes absence		**Initial**
Tom Arbuthnott	Vice Chair of Governors, Chair of Strategy Committee, Educational Sponsor Link	TA
Mandy Bains		MBA
Sue Dudley	Chair of Governors, Chair of Curriculum Committee, SEND, Pupil Premium and Careers Governor	SDU
Clare Ferguson		
Alastair Ingall	Headteacher	AIN
Mark Jones	Chair of Welfare Committee, Safeguarding Governor	CMJ
Gill Monk	Chair of Nominations and Successions Committee	GM
Adrian Percival		AP
Johnny Robertson*	Chair of Foundation Committee, Chair of Bursaries	JRO
Sheridan Swallow	Chair of Audit and Risk Committee	SSW
Katharine Torrance		KTO
Lorraine Wales	LAC and Wellbeing Governor	LW
Katharine Wootton*		KWO
In attendance		
Adam Bicknell	Deputy Head Academic	ABI
Liz Critchlow	Clerk to the Governors	LC
Andy Findlow	Director of Finance and Operations	AFI
Alex Jeffery	Assistant Head, Safeguarding and Inclusion	AJE
Jo Rainey	Observer (appointed as governor subject to DBS check)	JRA

Item No		**Action Lead**
1	**Welcome and Apologies**	
1.1 1.2	Everyone was welcomed to the meeting, including Jo Rainey who was attending her first meeting, having been appointed as a governor by Members at the AGM earlier in the day (subject to DBS check). Introductions were made and it was noted that JRA's CV had been circulated to the FGB. JRA is Head of Teaching Practice at Eton College and has been a member of the Curriculum Committee at Holyport College for several years as an Associate Member. Apologies were received and accepted from JRO, KWO and SGA.	
2	**Any Other Business**	
2.1	Meningitis B	
3	**Declarations of Interest in the agenda**	
3.1	There were no declarations of interest in the agenda.	
4	**Approval of the minutes of meeting on 01.12.25, matters arising and update of action list**	
4.1 4.2	Governors approved the minutes of the meeting on 1st December as a true and accurate record. Matters arising and update of action list The rolling action list was updated.	

4.3	AFI has investigated £82k of reserves which was allocated for road safety when the College was founded (under Section 106). It was confirmed that this could be used for a road safety project, subject to any permission required.	
5	**Head's Report**	
5.1 5.2 5.3 5.4 5.5 5.6 5.7	Governors received the Head's Report. <u>Curriculum, Teaching and Learning</u> One of the top strategic objectives on the College Development Plan relates to teaching and learning and delivering academic excellence. Business Studies is due to be introduced in September 2026 and a Head of Business Studies and Economics has been recruited. Around 20 – 30 % A level applicants have chosen Business Studies, and it is anticipated that there will be two A level classes. Early indications are that GCSE Business Studies will also be popular. The Art Department is currently delivering one period of DT to Year 7 – 9 per week (computer aided design) and there are plans to offer Resistant Materials at GCSE by September 2027 and to create a DT facility in the current site shed. <u>Teaching and Learning Policy</u> AIN and ABI have visited the Eton College CIRL in preparation for a review of the Teaching and Learning Policy. Areas of consideration in this review will include: a focus on what great learning looks like, leader monitoring of departments, developing performance management, quality assurance, expansion of the subject specific pilots of student voice, "stealing the struggle" (not being too quick to give answers), and validating rather than checking. The Teaching and Learning Policy and Assessment and Progress Policy will be reviewed in the summer term and brought to the FGB in June. ABI is liaising with JRA to look at CPD at both Eton and Holyport. <u>Boarding, Pastoral and Inclusion</u> There are an increased number of junior boarders this year and excellent progress has been made with the nurturing junior boarders initiative. The College has entered both the BSA Supporting Junior Boarders Award and the BSA Inclusion Award. Access to smart phones and social media remains a prominent issue nationally and the College has tightened its policy for smartphone use in school and in boarding this academic year. Phones are required to be switched off for day students and boarders are required to leave phones in the boarding houses during the school day (excluding Sixth Form). While students are benefiting from this policy, inappropriate use of social media outside of school hours persists and continues to present challenges. There are also some concerns about the amount of screen time in general. Therefore, there will be a review over the next 6 months to include use of smartphones by Sixth Form, communication with parents regarding social media and screen use and the possibility of "pouches". Governors were supportive of the recent tightening up of the policy and of further review of smart phones and social media. <u>Co-curricular</u> There have been some successful additions to the co-curricular offer this year, however this remains a strategic area for development. <u>Communications and Admissions</u> Governors noted an excellent review of the College in "Muddy Stilettos". The new Admissions Team are having a very positive impact and admissions are strong with day places continuing to be highly oversubscribed (965 Day applications in Year 7 and 328 external day	ABI

	applications for 6th form). Governors noted a pleasing reduction in leavers from boarding this year. There is a settled, happy atmosphere in boarding and has been an improvement in behaviour and culture this year.	
5.7	<u>Building Projects</u> Governors received plans for the adaptation of the Sites Shed to house DT. Kevin Ross, former Head of DT at Eton has supported the development of plans for DT.	
5.8	<u>Flexible performance space</u> Expressions of interest have been requested from six companies, and the next step will be a meeting with a planning consultant. Giving Day focused on building a culture of regular giving and fundraising for this project has not started yet.	
5.9	<u>Monitoring</u> <u>EPQ</u> GCC looked at the Inspection Data Summary Report (IDSR), which is a summary and analysis of school performance data and is used by Ofsted to prepare for inspections. The EPQ results for the Year 13 cohort issued in January 2026 had been adjusted downwards by the moderator and the College appealed the results. As a result of the review, the exam board reinstated the original marks. Governors commented that EPQ results were excellent.	
5.10	<u>Predictions (GCSE & A Level) & Final Exam Preparations</u> At GCSE the base data suggests that the current Year 11 are slightly weaker than last year, however their mock results were comparable. English, Art and languages are predicting improvements. At A Level the base data suggests that the current Year 13 are stronger than last year, and this is reflected in their predictions. Actions are being taken to ensure that results are as strong as possible and there has been a particular focus on areas identified for improvement, such as Maths and Economics at A level.	
5.11	<u>Safeguarding</u> Safeguarding continues to be robust. There are 35 open safeguarding cases and four students are currently on a Child Protection plan.	
5.12	<u>Pupil Numbers</u> Governors received pupil numbers with a breakdown of data into categories, as previously requested. It was noted that numbers of Post Looked After Children (PLAC) are higher than the national average. There are currently 4 LAC and 31 LAC. It was agreed that GWC would look more closely at the data for PLAC/LAC, the outcomes of these students and how they are being supported.	GWC
5.12	<u>Attendance</u> Governors received the Attendance report which was discussed at GWC. The new attendance team have worked hard on attendance and punctuality this year and attendance is significantly improved compared with last year and higher than the national average in most areas. One Year 7 student has been permanently excluded from the College. Two students have received Oxbridge offers.	
6	**DFO's Report**	
6.1	<u>Received docs</u> The operating surplus forecast has been adjusted down from £259k (2.8% of income) to £217k (2.4% of income) for the year compared to the budget of £120k. There are five more boarders (209) compared to the budget (204), which has created an upside in the year to budget of £134k. There have been some	

	savings in salaries during the year which has been balanced out by the additional cost of utilities. Reserves at the start of the year were £729k, and the carried forward reserves at the end of the year are projected to be £927k, a rise of £198k.	
6.2	<u>Debtors</u> The current year debt position was c. 52k at the end of February compared with c. £89k at the same time last year and the overall debt position is c. £91k compared with c. £100k last year. Governors noted that the debt position is strong, reflecting the finance team's excellent work and strong collection processes.	
6.3	<u>Next year</u> GAG income for next year has been published and is expected to be c£3.4 million, £42k less than was forecast for 2026/27 in the BFRO submission in August 2025, (for under 16). Funding for 16 – 19 for next year is not yet known. The most likely estimate for boarding student numbers for September 2026 is 211. It is not yet known what the teacher pay increase in September 2026 will be and GFC have highlighted that there is a risk that Government funding may not cover all of any increase in staff pay, particularly as the estimate for 26/27 (1.5%) is likely to be lower than inflation which is estimated to be c.2.75 – 3%. Catering inflation is forecast at c. 3.6% and general inflation at c. 3%. The forecast for lettings for next year has been reduced by £26k.	
6.4	<u>Energy Contracts</u> The College is out of contract for gas and electricity and GFC have compared prices from a range of providers. The recommendation is to sign up to the DfE Energy for Schools scheme, as overall, commodity pricing for this scheme is in line with but slightly better than other suppliers for electricity, and significantly cheaper for gas (based on mid Feb 2026 i.e. the latest confirmed interim fixed price). Governors approved the proposal to sign up to the DfE Energy for Schools scheme.	
6.5	<u>Fees</u> GFC have compared fee information with other state boarding schools and discussed fee increases for next year. A proposal was made for fee increases for 2026/27 (including rounding to enable consistent monthly direct debit payment amounts) of: Years 7 and 8: 3.56% [3.5% ex rounding] Years 9, 10 and 11: 5.05% [5.0% ex rounding] Sixth form: 3.54% [3.5% ex rounding] The weighted average fee increase, based on 211 boarders as per the preliminary budget, is 4.12%. GFC agreed that there would be an objective over the next 2 or 3 years to expand the differentiation in fees between Years 7 and 8 and 9 – 11 gradually until the Yr 9 - 11 boarding fee sits midway between the Yr 7-8 and Sixth Form boarding fees. Governors approved the above proposal to increase fees for next year.	
7	**Audit and Risk Committee**	
7.1 7.2	Governors received the minutes of the Audit and Risk committee meeting on 5th February. The committee discussed current high-risk areas, including the impact of current global events on inflation and road safety outside the College on the Ascot Road, which is the top risk in the Risk Register.	

7.3 7.4 7.5 7.6	A review of auditors will be conducted over the next few months, as the current auditors have been with the College since it opened and it is good practice for a review to take place periodically. A Health and Safety Audit has taken place with very positive results and only a few minor issues raised. A Cyber Audit has been conducted by an external company, also with very positive results. Recommendations were made in two areas: Memory stick usage – ban the use of USB sticks. Ensure password complexity is enforced. These recommendations will be implemented immediately. Governors noted that the positive audit was most reassuring as cyber security is a high-risk area. The Risk Register has been updated following feedback from committees and committee were thanked for their comments.	
8	**Nominations and Successions Committee update/Election of Chair and Vice Chair**	
8.1 8.2 8.3 8.4 8.5 8.6 8.7 8.8 8.9 8.10	Governors received the minutes from the NSC meeting on 16th January. It was noted that JRA had been appointed as a governor by Members at the AGM today. CMJ was reappointed for a further term of office as a governor by Members in March. Sheridan Swallow was reappointed for a further term of office as a co-opted governor by governors who have not themselves been co-opted. The NSC proposed to the FGB that membership of the Strategy Committee could include committee Chairs, in addition to the Chair and Vice Chair of Governors. Governors approved this proposal and it was agreed that the Terms of Reference for the Strategy Committee will be amended to reflect this change. Governors were reminded that if they would like to attend a committee meeting, they could contact the relevant committee Chair. It was proposed that KWO join NSC and governors approved this appointment. NSC has discussed succession planning and agreed to advertise for two governors who have finance/accountancy/audit experience. An advertisement has been placed in the Eton College newsletter and governors are invited to contact SDU, GM and TA by 13th April if they would like to propose any other suitable candidates. Applications received will be considered in the summer term, initially by the NSC. NSC put forward a proposal for governors to recommend to Members the appointment as a governor of Paul Williams, Lower Master at Eton College. Governors agreed that Paul would be a great asset to the governing board, and that with his skills, experience and link with Eton he is an excellent candidate. Governors approved this proposal and LC will send a Written Resolution to Members for Paul's appointment. A proposal was made to revise link governor roles to link more closely with the new Ofsted framework and the College Development Plan. It was agreed that this would provide more structure for governor visits and could also be linked with committee membership. It was noted that some link governor roles are statutory: careers, safeguarding, SEND, and a link governor for attendance is recommended. The new Ofsted framework will be a topic for discussion at the FGB meeting in the summer term and it was agreed that prior to this meeting, a list of governor link roles would be drawn up and circulated to committees.	 LC LC SDU

8.11	It was suggested that it would be useful for governors who sit or wish to sit on exclusion panels to complete training, and it was agreed that SDU would circulate training suggestions to the governing board.	SDU
9	**Finance Committee**	
9.1 9.2	Governors received the minutes from the GFC meeting on 10th March. Topics discussed at this meeting included energy contracts, fee setting and the auditorium project, and ARI delivered a presentation regarding cyber security. ARI and AFI are working on a Business Continuity Plan and will take this to GFC in the summer term for governor approval. The plan will be audited by a specialist and then tested. Governors will support the development of this policy with a particular focus on business continuity from the governance point of view. There is also a move towards a managed service provider, which would have the advantage of mitigating dependence on a single individual.	ARI/AFI
10	**Curriculum Committee**	
10.1	Governors received the minutes from the GCC meeting on 3rd March.	
11	**Welfare Committee**	
11.1 11.2 11.3 11.4	Governors received the minutes from the GWC meeting on 5th March. At the GWC meeting, Katie Brown, Senior Housemaster, delivered a presentation regarding junior boarding. CMJ has visited boarding and reported that Year 7 and 8 boarders are benefiting from the improvements to routines and “nurturing junior boarders” initiative. CMJ has also visited AJE and confirmed that safeguarding measures are appropriately maintained. A Lead Health Care Practitioner and a Health Care Assistant have recently joined the Medical Centre and are already having a very positive impact. LW has visited the Medical Centre to meet the Lead Health Care Practitioner and discuss possible improvements. There are some concerns about a lack of privacy of the Lead Health Care Practitioner's consultation room, as it opens onto a corridor and has a view of the playground. Plans are being developed to rearrange the layout of the Medical Centre to resolve these concerns.	
12	**Foundation**	
12.1 12.2	Governors received the minutes from the Foundation Committee meeting on 29th January. Topics discussed during the meeting included “Giving week”, targets for fundraising, building a culture of regular giving and the proposal of a kiln as a short-term fundraising project.	
13	**Policies**	
13.1	<u>Admissions Policy</u> It was noted that, following consultation, the Admissions Policy 2027/28 was approved by governors in February by email.	
14	**<u>Terms of Reference</u>**	
14.1 14.2	The following Terms of Reference have been reviewed at committee level and changes have been recommended: • ARC • GCC • GFC • GWC Governors accepted the changes and approved these amended Terms of Reference. The following Terms of Reference have been reviewed at committee level and no changes have been recommended:	

14.3 14.4	• NSC • Foundation Committee • Bursaries Governors approved these Terms of Reference unchanged. In the summer term the following Terms of Reference will be reviewed by committees before being referred to the FGB in June: Strategy Committee Headteacher's Appraisal Committee Complaints (GWC) Governor Review Committee (GWC) It was agreed that a Scheme of Delegation would be drawn up by SDU, AIN, AFI, LC and referred to the FGB for approval in June.	LC AIN/AFI/ SDU/LC
15	**Chair's Action: to note any urgent action taken by the Chair since the last meeting**	
15.1	None.	
16	**Governance Update**	
16.1 16.2 16.3 16.4 16.5 16.6	<u>Use of GovernorHub for Governor confirmations</u> It was agreed that the compliance section of GovernorHub would be used to record key compliance areas, such as safeguarding and training. Once this has been set up by AJE and LC, governors will be able to complete their individual training and compliance record. Chairs of committees were asked to use the "Mark as signed" function on GovernorHub to electronically sign "confirmed" (approved) minutes. <u>Training – to include PEX panel training</u> Discussed in item 8.11. <u>Governor visits</u> Governor visit reports were received from SDU and LW. It was agreed that the list of proposed Link Governor Roles would be circulated to governors and could be used to inform focus areas for governor visits. It was agreed that CFE would conduct a governor visit with a focus on girls' and STEM subjects. <u>Link Governor Roles</u> KTO has agreed to take on the role of Link Governor for EDI. <u>Meeting schedule 2026/27</u> This schedule will be circulated to governors who are invited to let LC know if there are difficulties with any of the dates. It was agreed that Strategy Committee meetings would now take place twice a year, in October and May.	AJE/LC Committee Chairs LC CFE LC
17	**AOB**	
17.1	Following the recent outbreak of Meningitis B in Kent, governors asked about the College's response to the situation. An email has been sent to all parents and staff informing them how to recognise symptoms. It was noted that children born after 1st May 2015 will have been vaccinated against the disease but there is no NHS policy to vaccinate older children or provide a nationwide booster. The meeting closed at 6.55 pm.	
18	**Date of next meeting**	
18.1	**Thursday 25th June 2026 at 5.00 pm**	

Signed: Date:

Sue Dudley (Chair)