

THE PEAK FEDERATION GOVERNING BODY MINUTES

**Date: 07-07-2026 Time: 5pm Venue:
Grindleford**

Chaired By: Neil Roden

Clerked By: Beccy Ibbotson

Committee Members:	Apologies for Absence:
Jen Chapman	John Irwin
Kate Gemmell	Christina Webster (Vice Chair)
Gordan Danks	Jen Chapman (on residential)
Elizabeth Coe	Elizabeth Coe
John Irwin	
Tom Hodgson	
Holly Moore	
Christina Webster (Vice Chair)	
Neil Roden (Chair)	
Clive Rockliff	
Bridget Hanley	
Alan Shackleton	
Jeremy Scholes – joined remotely	
Anna Crease (by invitation) – joined remotely	

Agenda Items:	
1. Welcome and apologies for absence John Irwin sent his apologies prior to the meeting– Received and Approved Christina Webster sent her apologies prior to the meeting– Received and Approved Jen Chapman sent her apologies prior to the meeting– Received and Approved Elizabeth Coe sent her apologies prior to the meeting– Received and Approved Anna Crease was invited by invitation and welcomed to the meeting. <u>Meeting deemed quorate and opened 5.05pm</u>	
2. Membership and Induction a. The governors unanimously agreed to Alan Shackleton being welcomed on to the board and joining the CT&L committee which is his preferred area of expertise – BI to complete the necessary paperwork and processes (documents in supporting documents) – Actioned	
3. Election of Chair and Vice Chair Neil said at the beginning of the year that he would be stepping back as Chair. All governors to consider the role of Chair and Vice Chair – Chair and Vice Chair Elections on next agenda.	

4. Declaration of interest any agenda items for this meeting No declarations of interest to note.	
5. Declaration of Interest and Form A Completion All complete.	
6. Any other urgent business a. From September 2026, every school in England must appoint a Named Allergy Governor. It's a new statutory requirement – BH to take on this role. To be added to Governor Handbook – Action BI b. SAT Monitoring Report GPS 12/5/26 - Received and Approved c. Post Phonic Audit Completed at BPS – Received and Approved	
7. Minutes of previous meeting and matters arising a. Minutes 2026_03_24 FGB Received and Approved	
8. Correspondence	
9. Data Protection, Cyber Security and AI JC to complete AI training – Booked for 29/4/26 - Complete	
10. Finance/Budget a. BPS Governor Finance Report June 2026 - Received and Approved b. GPS Governor Finance Report June 2026 - Received and Approved A discussion was held that there should be a named governor for Enrichment / Personal Development. To be added to Governor Handbook – Action BI KG suggested that named governors should have an area of the SIP they are responsible for. KG informed the governors that a RE curriculum is being formalise and it will no longer be a local offer. GD arrived at 5.19pm Governors informed that the Solar panels at BPS is still ongoing details can be found in Resources minutes.	
11. Safeguarding report 	

[REDACTED]

[REDACTED]

Governor asked if the staff are trained in Restriants. KG replied that two members of staff from the Bamford Team are attending training in the new academic year. These staff members will feedback to the rest of the team. All staff have been trained in deescalation.

[REDACTED]

- a. Prevent Newsletter Spring 2026 – Received and Acknowledged
- b. Derbyshire Safeguarding Audit Tool for Schools 2025-2026 – Received and Acknowledged

12. The school website

The new website has launched.

KG requested website audits of current website - no longer applicable

KG requested an audit of the new website - Action

Governors discussed placing a brief bio paragraph on the website – it was agreed that this was a good idea – Action All Governors NR, BH completed

Governors discussed details of the type of governors and their roles to be placed on the website – agreed to proceed – Action JS

13. Use of external sources of funding

14. Review policies

- a. Extremism and Radicalisation Model Policy – Received and Approved
- b. GDPR Suite of policies – Reviewed and approved by Resources (5/5/26) FGB to be aware of suite of policies and read the highlighted polices - Reviewed and Approved

Governors questioned What is the difference between a 'Cyber Security Plan' and an 'IT Disaster Recovery Plan'?

Cyber Security Plans focus on protecting data and systems from cyber threats while IT Disaster Recovery Plan aim to restore operations after unexpected events like natural disasters or technical failures.

Governors were reminded that we have not taken legal cover but this money has been allocated in the budget.

TPF FOI Publication Scheme 2026
TPF Privacy Notice Pupil Friendly 2026
TPF Privacy Notice Pupil 2026
TPF IT Disaster Recovery Procedure and Plan 2026
TPF DP Framework and Guidance 2026
TPF Pupil Guide to AI Use 2026
TPF Photo Policy 2026
Depositing School Archives in Derbyshire (no change in supporting documents)
TPF Remote Learning Policy 2026
TPF Privacy Notice Governors 2026
TPF Social Media Policy

Governors asked if it's possible to have replies from parents/carers/others on FaceBook 'approved' before they are posted.

Agreed this was a good idea to ensure we control comments – **Action**

TPF Records Retention Policy
TPF Privacy Notice Workforce
TPF AI Strategy 2026
TFP CCTV Policy 2026
TPF AI Policy 2026
TPF DP Policy 2026
TPF Special Data Category Policy 2026
EDH Framework and Guidance – for info – in supporting documents
TPF Backup and Restoration Scheme
TPF BYOD Policy
TPF Cyber Security Policy
TPF IT Acceptable Use Policy
TPF IT Disaster Recovery Procedure and Plan
TPF Off Site Working
TPF Online Safety Policy
TPF RPA - Cyber Response Plan V1.1

Governors stated there are still 24 GDPR policies and asked if they are all statutory/necessary? Could some be merged?

The policies are all part of the GDPR portfolio and Cyber portfolio. It was noted that since the two teams at DCC have split it has resulted in more policies being created.

KG to write to the head of both teams to say due to the amount of policies there is too much information meaning that it is easier for things to be missed – **Action KG**

- c. Personal Safety and Support Policy – **Received and Approved**
- d. Children Missing Education (CME Policy) - **Received and Approved**
- e. Inclusion Policy - **Received and Approved**
- f. School Uniform Policy BPS [The Peak Federation - School Uniform](#) - **Received and Approved**
- g. School Uniform Policy GPS [The Peak Federation - School Uniform](#) - **Received and Approved**

15. Governors' self evaluation and skills audit To be completed in the new academic year.	
16. School improvement priorities and plans a. The Peak Federation SIP 2025 – 2026 – Received and Approved SIP is not fully updated as the data hasn't been received. The focus on Writing has been on going through the year and the feedback from both staff and pupils is positive. An Early Years scheme has been introduced and is now being followed. The Literacy program is now being embedded. Writing outcomes are good. Work completed on the Oracy framework. [REDACTED] [REDACTED] KG and JC have recently attended training on how the pupil premium money should be spent and how the report should be written. Governor asked about SIP priority 3 - There doesn't appear to have been a lot of progress with 'subject leaders to contribute to CPD. Will this roll forward to next year's SIP? KG replied that subject leadership is ongoing but difficult to quantify it when we are sharing the responsibility. KG feels that all areas are stronger but work needs to be completed in the History and Geography subject areas. [REDACTED] [REDACTED] Governor asked about the whole school training in Trauma Informed Practice? Started in September / October one training session has been completed. The second session has been cancelled twice. The staff agreed that the session that was completed was very helpful. The Enrichment Provision Action Plan is in the format of the SIP. Will this be a major focus of the school next year and be a SIP priority? This was put forward as an idea. This is something that needs to be completed by December 2026 and will be considered. b. BPS SES 2025 – 2026 – Received and Approved c. GPS SES 2025 – 2026 – Action Ongoing Standing item – When the SIP is updated it will be shared in PDF form to all staff.	
17. Chair's report	

18. Headteacher's report See report in folder. a. Enrichment provision action planning tool - Received and Approved b. Enrichment Training presentation - Received and Approved	
19. Committee reports a. Minutes TPF CT&L Meeting 19/5/26 Received and Approved b. Minutes TPF (BPS & GPS) RESOURCES 5/5/26 Received and Approved c. Minutes TPF (BPS & GPS) RESOURCES 7/7/26 Received and Approved	
20. Governor visits a. CW completed a SCR Audit 14/4/26 - Report in supporting documents b. AS visited BI at GPS to gain access to emails and Sharepoint c. CW SATs monitoring at GPS 11/5/26 & 12/5/26 d. JS SATs monitoring at BPS 11/5/26 e. TH SATs monitoring at BPS 12/5/26 f. GD SATs monitoring at BPS 13/5/26 & 14/5/26 g. JI Science visit GPS 12/5/26 h. NR visit with KG and MP 19/6/26 i. JS French visit at GPS 19/6/26 j. JS Music visit at GPS 24/6/26 k. EC Safeguarding Visit to GPS 26/6/26 l. TH visited both schools to take pictures – BPS 5/5/26, GPS 8/5/26	
21. Governor training <u>Governor - Training Programme Summer 2026</u> (in supporting documents) – Governors to contact the Clerks if they are interested in any training courses. Action Ongoing a. GD completed FGM training 11/4/26 (certificate in supporting documents) b. GD completed Prevent Training 14/4/26 (certificate in supporting documents) c. JI completed Prevent Training 17/4/26 (certificate in supporting documents) d. CW completed Prevent Training 14/4/26 e. AS completed Safeguarding Training 22/4/26 (certificate in supporting documents) f. TH completed Prevent Training 23/4/26 (certificate in supporting documents) g. AS completed Prevent Training 23/4/26 (certificate in supporting documents) h. AS completed Certificate in the Role of a School Governor (certificate in supporting documents) i. JS completed Certificate in Safeguarding for Governors (certificate in supporting documents) j. EC completed Prevent Training 26/6/26 (certificate in supporting documents) k. JS completed Prevent Training 24/6/26	
22. Planning for next meetings Tuesday 13th October 2026 5pm Grindleford (JI sends his apologies) Tuesday 26th January 2027 5pm Bamford	

Tuesday 16th March 2027 5pm Grindleford Tuesday 6th July 2027 5pm Grindleford	
23. A.O.B	
24. What have we achieved tonight? Federation collective board consolidation this year has led to further efficiency through subject leadership Completion and launch of the Federation website Discussed the financial position of both the schools and the long-term planning Formed a realistic view on what will come on the agenda due to government changes in the coming year Identified areas that need to be considered for development and strengthening of subject leadership Discussed the School Improvement Plan and progress against the different areas <u>Meeting Closed 6.07pm</u>	
SUMMARY OF KEY POINTS TO BE NOTED BY THE GOVERNING BODY:	

Minutes recorded as FGB month year/ minute number e.g. FGBJuly26/1

Agreed Date of Next Meeting: 13th October 2026 5pm (Grindleford)

Approved a true account of this meeting

Meeting Chair

Date