

KINGSKERSWELL C of E PRIMARY SCHOOL
AGENDA OF THE FULL GOVERNING BOARD
1 March 2022 at 5.30 PM

Name		Attended	Apologies received	Apologies sanctioned
Jenny Benney	JB	No		
Rev'd Michael Wilkie	MW	No		
Rachel Miller	RM	Yes		
Paul Palmer	PP	No		
Laura Twamley	LT	No		
Amy Vine	AV	Yes		
Sarah McDonald (Chair)	SM	Yes		
Sam Vine	SV	Yes		
Matthew Loosemore	ML	No		
Susan Robinson	SR	Yes		
Adam Devine	AD	Yes		
In Attendance				
Louise Lloyd	LL	Yes		
Karen Strachan	KS	Yes		

	Minutes
1.	Welcome, apologies and sanction of apologies.
2.	Minutes of the FGB Meeting on 18 January 2021 The minutes were agreed as a true record of the meeting.
3.	Matters Arising from previous meeting Curriculum Development (see item 5) KS Parent Governor vacancy to be advertised in school newsletter and Facebook page - KS. ACTIONED KS to produce a TORS for Lead Governor Mental Health and Emotional Wellbeing. Action point: Agenda item carried forward to next FGB. SV Curriculum Lead to attend a Pupil Progress meeting. Action point: Agenda item carried forward to next FGB. KS - Administering Medications (Draft policy) (see item 21)
4.	Declarations of Interest for Items on the Agenda. None received.
5.	Curriculum Development Information from Becky Hutchens was circulated to all Governors prior to the meeting, no questions were received.
6.	Headteacher's Report The headteacher's report was circulated to all Governors prior to the meeting, no questions were received. RM additionally reported: COVID 19 - Re: Prime Minister's announcement about the probable lifting of all remaining Covid restrictions at the end of February. The SLT had discussed that in order to continue to protect the most vulnerable children and adults until April 8 th everyone was to continue testing as they have been. Anyone

	<p>who tests positive will be asked to isolate for 10 days or until two negative tests have been recorded, 24 hours apart. This includes staff and children.</p> <p>Numbers on roll: Currently 354 and looking like KKPS would be able to run 14 classes next year; although needed to have a final look at money numbers to check this.</p> <p>Staffing: An excellent TA has now left. KKPS advertised the position but there were no suitable candidates, so would be re-advertising.</p> <p>At the Head teachers briefing a few weeks ago RM mentioned that the school was struggling to recruit staff and was informed that this was a countywide issue. There were currently job 34000 vacancies in Devon across all sectors, but there were only 5000 people actively seeking jobs. KKPS had 2 x temporary teachers at the moment , 2 x unqualified had now qualified, so there would be 4 potential internal candidates.</p> <p>Premises: KKPS shut the school on the final day of half term because of the storm/risk from falling trees etc.</p> <p>New White Paper for Education: This document was due out soon, there had been mention of a statutory lengthening of the school day in order to enable pupils to catch up on cultural capital they lost during lock down i.e. music art and also classroom learning. This would increase the amount of a recruitment school would need to do and could lead to industrial action from Unions as it would change teachers terms and conditions. It was also unclear when teachers were supposed to do their planning & marking and concerns that younger children would be too tired to learn.</p> <p>A Governor suggested that implementation and impact of lengthening the school day would be huge i.e. increase in salaries/funding; negative impact on teachers' mental health, children too tired and exhausted to learn; schools having lost income from After School Clubs.</p>
7.	<p>Review attendance targets of pupils</p> <p>RM noted that the school was not setting attendance targets for pupils at the moment. Obviously, Covid has had an impact on attendance figures. Currently attendance stands at 93.4% (5.7% authorised, including sickness/ 0.9% unauthorised), compared with 96.2% for the same period in 2019-2020 (2.9% authorised/ 0.9% unauthorised). KKPS current persistent absentee rate stood at 22%. Taking Covid cases out of the equation, the PA rate was 4.6%, which was half the national rate for this period in 2019-2020.</p> <p>At the next parents evening teachers will be giving out attendance certificates (data sheet) for any pupil with below 90% attendance, if not Covid related, teachers will ask parents how the school can work with them to help improve attendance.</p> <p>A Governor said it was very positive that the school PA rate was half the national rate for this period in 2019-2020.</p>
8.	<p>Discuss Key School Improvement Priorities</p> <p>KS informed Governors that she had received key improvement plans for every subject and was in the process reviewing these in respect of impact on school improvement points. KS would then review with AV re budget implications. In April, all Governors would receive a copy of the School Improvement document.</p>
9.	<p>Receive Head teacher's verbal update re safeguarding:</p> <p>There have been no referrals to MASH made since the FGB meeting in January. KKPS currently had 3 Children in Care; 1 child with a CP plan; 3 children who were adopted (care leavers); 4 children who were subject to a Special Guardianship Order and 13 children who were open to Early Help/ Team Around the Family.</p>
10	<p>Pupil premium funding – review impact</p> <p>RM further noted that homework club was starting next week, pupil premium children would be invited who did not do their homework at home and/or were not working at age related expectations.</p>
11	<p>Update on Covid risk assessments .</p> <p>Please see Agenda item 6 - Discussed in Head teachers report</p>
12	<p>Discuss School Development Plan – monitor and evaluate progress</p>

	Please see Agenda item 8 above - Key School Improvement Priorities
13	<p>Ethos Group SIAMS/SEF</p> <p>Minutes from the Ethos Group held on 15.02.22 were circulated to Governors prior to the meeting, no questions were received.</p>
14	<p>Receive School Business Manager's report.</p> <p>The SBM's budget report and monitoring reports were circulated to all Governors prior to the meeting, no questions were received.</p> <p>AV additionally reported that a new Teaching Assistant would be joining the school once his DBS had cleared, he has also indicated that he would be willing to work a couple of days in the afterschool club.</p> <p>In response to a questions raised by a Governors, AV stated</p> <ul style="list-style-type: none"> • she used to undertake monthly cleaning audits, but with Covid and staffing changes audits have not been taking place as frequent. At the last audit completed two weeks ago, AV was not impressed with the quality of what was happening in general, which was being addressed at the moment. AV was hoping at the next audit standards would be back up to where they should be. The issue was not with the Betterclean, but with a member of their staff and may be a training issue. • At the time the budget was done, AV may have predicted higher pupil numbers, which was why Pupil Premium funding was less than anticipated.
15	<p>Review Governors' competencies for SFVS</p> <p>It was reported that AV and AD were meeting on 11th March to carry out the SFVS.</p>
16	<p>Receive update re any changes in staffing, & consider staffing structure and appointments along with budget implications.</p> <p>Please see Agenda item 6 - Discussed in Head teachers report</p>
17	<p>Review service level agreements and insurances.</p> <p>AV informed Governors that SLT have decided to go back to HR One (DCC) for HR advice and guidance, rather than stay with Wolferstans Solicitors.</p> <p>With regard to contents insurance the renewal date was June. KKPS was currently with a company called Mutual (DCC) for long-term absence cover. AV investigated another company but their costs were too expensive, so AV expected that KKPS would stay with Mutual (DCC) and review again next year.</p>
18	<p>Annual Benchmarking Exercise</p> <p>AD completed the Annual Benchmarking Exercise, which was circulated to all Governors prior to the meeting.</p> <p>A Governor queried that the figure for Admin Supplies @ £127 was high in comparison to other schools. AD explained that he looked into this with AV, the figure was high partly because of marketing costs @ £2,500, some schools also coded expenses differently & used different cost areas. Further discussion ensued and AV indicated that she review Admin Supplies/Cost Centre.</p>
19	<p>Policies:</p> <p>Staff Discipline Policy (annual)</p> <p>Health and Safety Policy (annual)</p>

	<p>First Aid Policy (annual)</p> <p>Designated Teacher for the Education of Children in Care Policy (annual)</p> <p>Uniform Policy</p> <p>Missing Children's Policy</p> <p>The above policies were circulated to Governors prior to the meeting, no questions were received.</p> <p>KV additionally reported that the Staff Discipline Policy was tested recently and worked very well. The Uniform Policy was new and also Missing Children's Policy.</p> <p><i>In response to a question raised by a Governor</i>, LL explained that a disciplinary matter has been dealt with according to the school Staff Discipline Policy, which required a meeting of the First Committee. The committee took the appropriate action and made recommendations.</p> <p>RM explained that the Uniform Policy came about because the government wanted schools to make things as cheap as possible for parents & families. One of the things that the government was suggesting was that children could wear whatever shoes they would wear outside of school and there was no expectation regarding school shoes. SLT understood where the government was coming from, but would not be adopting this as felt school shoes could be bought just cheaply if not more so, than a pair trainers. A smart uniform also brought with it a shared sense of community, as well as discipline and levelling. The SLT had always disapproved of rucksacks, on the days when there was swimming and Forest School children usually brought in carrier bags. There was a strategy in place for the Uniform Policy to be communicated to parents.</p> <p><i>The FGB approved the policies.</i></p>
20	<p>Monitor Governor visits to school.</p> <p><i>Action Point Carried Forward to next meeting</i></p>
21	<p>Chairs Other Business</p> <p>Date of Next Meeting 26 April 2022 @ 5.30 pm</p>