

**KINGSKERSWELL C of E PRIMARY SCHOOL
AGENDA OF THE FULL GOVERNING BOARD
TUESDAY 11 July 2023 at 5.30 PM**

In Person Meeting

Name		Attended	Apologies received	Apologies sanctioned
Jenny Benney	JB	NO	YES	YES
Revd. Michael Wilkie	MW	YES		
Rachel Miller	RM	YES		
Laura Twamley	LT	YES		
Amy Vine	AV	NO	YES	YES
Sarah McDonald	SM	NO	YES	YES
Sam Vine	SV	YES		
Matthew Loosemore	ML	yes		
Susan Robinson /Chair	SR	YES		
Giles Watson	GW	YES		
Adam Devine	AD	YES		
In Attendance				
Louise Lloyd/Clerk	LL	YES		
Karen Strachen	KS	YES		

	Minutes
1.	Welcome, apologies and sanction of apologies Apologies were received and sanctioned.
2.	Minutes of the Last Meeting The minutes of the last FGB (24.06.23) were approved.
3.	Matters Arising from previous meeting Policies - See Agenda item 13 Action point : KS to email Action Plans to individual Governors carried forward to the next meeting.
4.	Declarations of Interest for Items on the Agenda None.
5.	Governor resignation – Jackie Staines Governors were saddened to learn that Jackie Staines had decided to resign as Parent Governor. ML had sent an email to Jackie Staines thanking her for all work in the role .

6.	<p>Update on Governor vacancies</p> <p>Governors noted that there had been potential interest in the position of Foundation Governor and Parent Governor.</p> <p>Action Point: Governor vacancies carried forward to the next meeting.</p>
7.	<p>Monitor Governor visits to school.</p> <p>Lead Governor report – PE , was emailed to Governors prior to the meeting, no questions were received.</p> <p>SR: SEND Lead Governor visit arranged 24.07.23 @ 11.00 a.m. with Jenni West</p>
8.	<p>Headteacher’s Report/Safeguarding update</p> <p>The headteacher report was emailed to Governors prior to the meeting, no questions were received.</p> <p>Update information :</p> <p>RM: re Staffing, a TA was expecting a baby , she currently worked in reception so we will need to cover this. A Teacher had been doing home visit to the joiners this week , it would seem that the cohort had a level of need more than our current reception cohort Governor ? how has this judgement been made.</p> <p>RM: Based upon talking to nurseries and parents. It was around language and social and emotional development; they were infants and toddlers during Covid.</p> <p>RM: re Attendance , our attendance was 4.6% above national , in each of our vulnerable groups their attendance for the academic year was higher than the national other.</p> <p>RM: re headlines this year’s published data:</p> <p>59% Early Years, - good level of development Yr 1 90% phonics screening Yr 2 retakes 80% passed Key Stage 1 sats (teacher assessment), reading 64% and 19% greater depth, writing 47% and 2 % greater depth, maths 70% and 17% greater depth, combined reading writing and maths, 43% and 2% greater depth Key stage 2 writing key stage 67%, Reading 71% expected 27% greater depth, writing 67% expected and greater depth 2%, Maths 69% expected and 17% greater depth Reading writing and maths combined 69% Spelling punctuation and grammar 62% expected and 12% greater depth (RM: this was an exceptional set of results for this cohort. Yr 4 multiplication checks - (RM: children access an online site via lap top and have to get 25 out of 25 to pass) 36% passed , 20% got 24 out of 25, 12% got 23 out of 25, some children pressed the wrong button as they were hurried as the test was time limited. Governor ? : who set the 100% pass mark for a child RM: Department of Education RM: Attendance targets were being sat at 100% next year as well , but schools were losing the level of support from Education Welfare Officers, which was being taken away from them. Governor? Were the multiplication checks reported anywhere?</p>

	<p>RM: no, we have to submit the outcomes, but nothing comes back. The children got a report of it in their reports.</p> <p>KS: We were moderated for our key stage 1 teacher assessments.</p> <p>Governor ? was there any useful feedback</p> <p>KS: Not really</p> <p>Governor ? Was the school as secure as it could be, given all the things that have been happening at schools recently.</p> <p>RM: As secure as could be, but staff were not able to search children’s bags.</p> <p>Governor? It would cost a lot of money to erect a fence at the top (by Forest club) but there were control measures in place and teachers/pupils/people questioned if they observed anyone not wearing a lanyard.</p> <p>KS: Think we could do with more CCTV .</p> <p>Governor comment : CCTV was not a deterrent , but worth exploring , if there was a justification for having it, that justified the spend.</p> <p>Governor ? How easy is it to get into school when the buzzer is pressed. What questions are asked?</p> <p>RM: They are seen on a screen, they are asked who they are, who they are here to visit and an email gets sent to that person</p>
9.	<p>Review outcome of use of sports premium</p> <p>RM: All of the children have taken part in participation events this year, we decided not to take 5 children in yr 6 swimming because the cost would have been 2.5k for 6 sessions just to get them there. A few local coach companies went bankrupt during the pandemic, so those remaining have got a captive audience, it cost £450 to take a coach to Newton Abbot and back.</p> <p>Governor comment: it may it be cheaper to use a mini bus taxi service as the school would then only be paying for driving journey times .</p> <p>KS: Need to explore if charity organisations have buses</p> <p>Governor comment: Kerswell Care have a 17 seater bus & might agree to release it if was for children to go swimming</p>
10	<p>Review attendance and set target for coming year</p> <p>RM: Department of Education targets for next year were 100%, KKPS were giving certificates out to children who had 97% above attendance and a badge for 100%. 187 children got 97% and above .</p>
11	<p>Update on school development and improvement plan</p> <p>KS: Needed reviewing would then send out to lead governors for next term.</p> <p>Action Point : Update on school development and improvement plan Carried forward to the next meeting</p>
12	<p>Appoint HTPM team and identify external support for coming year</p> <p>RM: confirmed HTPM took place on 27.01.23 (JM, SV , ML+Nick)</p>

	<p>Action Point : RM to contact external support person (Nick) and arrange a date for HTPM for the end of September 23.</p>
13	<p>Ethos Group SIAMS/SEF</p> <p>LT: KKPS was on the list to most likely be inspected 2023/24, the last inspection occurred May 2015. LT sat with Tatiana Wilson today . TW instructed LT to re write the SEF she had put together. LT would get this ready for September .</p> <p>Governor question: has the strands/framework changed.</p> <p>RM:the framework had changed.</p> <p>LT: It was on the new framework . TW supported LT with some more robust stem sentence which we can use to start with the evidence and work backwards. There were 6 inspection questions now, for some areas we can draw the data , everything we put down is led by our vision - <i>Jeremiah 29:11</i> <i>For I know the plans I have for you, plans to prosper you and not to harm you, plans to give you hope and a future</i></p> <p>Governor ? can the evidence be a description of the provision and its intended impact.</p> <p>LT: no it was difficult to give tangible evidence, of intangible experiences</p> <p>KS: Example, when the children came out of their dress rehearsal the other day , Patricia’s class walked past the children getting changed and they said to them ‘ that was brilliant – well done’. It was cultural.</p> <p>LT: we have to capture that . I sat with TW for 2.5 hours today making notes , essentially everything we do is back to Jeremiah 29:11. TW had no concerns she said we were a J1 judgement , but we need to make it a bit more robust and we would be a stronger J1.</p> <p>Governor ?What did the inspection look like was it school visit/survey?</p> <p>KS: one person, no surveys. Look at SEF/talk to children/observe RE lesson/collective worship.</p> <p>LT: they have a process document, which I will forward to LL so can be emailed to Governors so everyone knows the process.</p>
14	<p>Receive School Business Manager’s report .</p> <p>The SMB report was emailed to Governors prior to the meeting. No questions were received.</p> <p>Governor ? Any feedback from Caretaker interviews.</p> <p>RM: Someone phoned yesterday and came to visit, someone also visited on Friday (but had not formally applied as yet). Another applicant’s references were not satisfactory , so we decided not to appoint on the basis of this.</p> <p>An odd job man was helping out with the grounds at the moment.</p> <p>Governor? Recall asking at the last meeting if the caretaking leaving had left any gaps . Since then have looked through the health and safety report and a lot of the controls involved duties taken by the caretaker. Would be surprised if gaps weren’t starting to show by now.</p> <p>KS: See little things, gates in the morning, the caretaker was putting out the barriers to stop people parking , now they were not out, people were starting to park. So there were safety aspects as well.</p> <p>Governor ? What will happen over the school holidays</p> <p>KS: we were up-to-date with painting of classrooms.</p> <p>Governor ? Were Better clean helping</p> <p>RM: Betterclean were doing extra hours , the cleaning side fine.</p>
15	<p>Receive feedback from review of Single Central Record of recruitment and vetting checks</p>

	<p>RM: reviewed last half term and all was well, Ofsted also reviewed , record of recruitment and vetting checks have also been done</p>
<p>16</p>	<p>Policies:</p> <p>Complaints Policy Teaching, Learning and Assessment Policy Health, Safety and Well-being Policy Children with Health Needs who cannot attend school (annual) Early Career Teachers’ Policy (annual) Collective Worship Policy EYFS Policy Appraisal Policy</p> <p>The policies were emailed to Governors prior to the meeting. Governor ? re induction policy was this a new staff member induction/for a specific role / do you need this or just a general policy. On the last page may wish to link to Health and Safety Policy and general induction policy.</p> <p>RM: The induction process was the same for everyone . KS: re Early years Careers Teachers have a different provision in place, they are linked to an outside agency who supports their first 2 years of teaching and they have a mentor. RM: They get time out of class, there is a huge list that determines what they do , they also need to observe a more experienced colleagues which is agreed with their mentor Governor ? On the last page may wish to link to Health and Safety Policy and general induction policy. Governor comment: if an individual was named in a policy, once that individual left that policy was out of date and needed updating. KS: SENCO needs to be personally named.</p> <p>Decision: Governors approved the policies</p>
<p>17</p>	<p>Health & Safety Update to include Fire alarm tests and fire drills.</p> <p>Receive feedback from health and safety half termly walks</p> <p>GW: Have not done a visit since November and was looking at touching base with AV in September and review premises and buildings assessment and review and update school fire assessment</p>
<p>18</p>	<p>Chairs Other Business and Date of Next Meeting</p> <p>Governor ? Had Yr 3 & 4 merger caused problems. KM : Only received comments/questions from three x Yr 3 parents</p> <p>Governor ? Saw an email about driving and parking RM: Have a couple of repeat offenders who park in front of neighbours houses. In the past have put out in the newsletter photographs of number plates , but under GDPR regs we are not allowed to do anything that identifies an individual. Governor comment: Some of the things I have seen on the road recently are a worry, if you step back and look at the relationship between cars and people , it was an accident waiting to happen.</p> <p>ACTION POINTS CARRIED FORWARD KS to email Action Plans to individual Governors</p>

	<p>Governor vacancies carried forward to the next meeting. Update on school development and improvement plan RM to contact external support person (Nick) and arrange a date for HTPM for the end of September 23</p>
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