



Kingsfield Governors Meeting

Meeting date: 16th October 2024

Start Time: 13:20

Finish Time: 15:00

Agenda:

ITEM NO	NOTES
1	<p>Welcome and Apologies</p> <p>Introduction from Graham Parker</p> <p>In attendance: Graham Parker (Chair), Karen Jarvis, Lisa Corby, Chris Hopwood, Carmen Montgomery, Paula Candish, Sarah Ponder-Boyes</p> <p>Apologies received from: Nicola Pickard</p>
2	<p>Declaration of Business/Pecuniary Interests & Conflicts of Interest</p> <p>None declared.</p>
3	<p>SEF</p> <p>Run down from July since LC took over: New SEF created. Previous SEF was not rated against OFSTED, current one is now rated against OFSTED. SEF, sitting at RI with action points put into place to rapidly improve. Data, at the bottom of SEF – there was some slippage last year and we didn't meet national. A plan is now in place so this will not happen this year. Strengths have been in writing, which reflects Talk for Writing training purchased March 2024.</p> <p>SEF shared with Governing body.</p>
4	<p>SDP</p> <ul style="list-style-type: none"> • Staff know the direction of the school as per the school development plan. • Clear procedures and process – things like behaviour and attendance • We are upskilling teachers and senior leaders • New curriculum has been purchased, starting September 2024 – run down of PKC • A new phonics programme also started September 2024 • We know that we need to exceed nationals this year, LC and PC have spent a long time looking at data • Extra curriculum

	<ul style="list-style-type: none"> • We have defined roles for all staff, including the wider team • Consistency • We are increasing the profile for Kingsfield to try and get the falling role to increase. • Management plan was discussed. • Run down <p>Half Termly management plan</p> <ul style="list-style-type: none"> • Week by week focus, has been very useful • Whole school evaluation completed last week, ready to support our plan for Autumn 2 <p>Governors asked how they can support leadership? Support from Governance: Curriculum training on 16th June 6pm-7pm ALT training for Governors 12th November 5pm-6pm A learning walk in Autumn 2 from a Governing body would be good.</p> <p>GP asked: When you went through and RAGGED were there any areas for red? Did they become CPD focus? LC replied that there were only a few areas of red that have not been actioned yet. After book evaluations this week there are a few areas of red that will be included next Autumn.</p> <p>GP asked: any other questions about the SEF and SDP KJ: this is a great improvement, as this is the first one we have had it would be great to have an update at the next meeting.</p> <p>KJ asked: The curriculums, why have we purchased? PC replied that there was a whole curriculum, but this was more of a medium term plan with no lesson break down. This curriculum gives you lesson break downs and helps the teachers with their work load.</p> <p>GP asked: Was all Priority area resource unspent, when you took over. LC & PC confirmed it was partially spent, we purchased talk for writing with this, it will run for 2 years with termly visits from the talk for writing partner.</p> <p>KJ noted we will review the management plan at the next meeting.</p>
5	<p>Behaviour</p> <p>We have put processes in to behaviour with a whole school approach with a reward system and consequences. It has been noted that there is now a calmness to the school Data has shown the impact of this, teachers now have an approach in signal, pause and assist. A meeting from parents was run, the feedback has been largely positive, the data is being put together now.</p> <p>LC – reviewed the policy with Governing body.</p>

	<p>CM noted as a perspective as a parent, I think this has been great and the children are aiming to achieve.</p>
<p>6</p>	<p>Personnel development</p> <p>Within the curriculum there is an opportunity for trips and visits. We have a school council who have been elected, they have had input into clubs, reading books, fundraising events. There is a Thrive team across the school, GA is leading. This will be reported at the next Governors meeting. We have used our Sports funding to pay Premier sports to come in and run clubs at lunch time, PPA in the afternoon and Tuesday – Friday there is an after school club running. Of our PP there are 37 of the 99 accessing clubs. Autumn 2 has a lot around SEND and Thrive.</p> <p>KJ asked: Are the clubs free? LC answered yes, PP ratios were discussed.</p>
<p>7</p>	<p>Staffing Update 2024-2025.</p> <p>Leavers: 1 Assistant Head on a temporary contract 1 TA retired 1 Teacher on a temporary contract 1 Teacher</p> <p>Starters: 1 EYFS Teacher – employed as class teacher 1 Teacher 1 Deputy Head on a temporary contract until Feb to cover long term sickness 1 Teacher – supply until the end of this term, we are hoping to extend.</p> <p>2 ECTS – one ECT year one and one in second year. KJ asked what support are they getting? PC replied both are mentored by CK.</p> <p>We are looking to recruit 2 TA's GP asked: Can we afford this in the budget? SPB replied yes.</p> <p>GP asked: With all the new systems is the staff wellbeing being looked at? LC replied: Yes, wellbeing is being looked at. In the words of staff there is a good energy here.</p> <p>KJ asked: In the next staff meeting we will have the Trust survey to review. LC replied we have asked staff to complete and really think about their answers and to be honest with us.</p> <p>LC noted one of the things that Simon and Terry have raised around GA's role is some Admin support. We are using one of the HLTA's to fill that role.</p>

8	<p>Safeguarding</p> <p>Looked after – 1 child CP – 5 children, 2 families Child in need – 0 Early help – 16 children, 8 families.</p> <p>Most concerns are around parenting capacity that could lead to neglect. Second issue is attendance, mostly around them not ringing in. This has improved.</p> <p>KJ asked: What are your attendance figures? PC replied 93.6% LC noted we now use Debbie Gowler from the Trust for help, she has put in processes and procedures to help with meetings every other week.</p> <p>GP asked: In terms of safeguarding provision, what do you guys sit at currently? PC replied our last audit was platinum.</p> <p>KJ asked: Do you think staff are My Concern properly? PC replied I think there is always a bit of training around needed. It's mostly around how staff are logging things. Feedback has been given if we've noticed things are not right.</p>
9	<p>Health & Safety / Premises</p> <p>Over the summer break we invested in a lot of site development including: whole school being painting a brand new library new playground lines on both playgrounds King Edward Hall floor was varnished and resealed new EYFT AstroTurf area, canopy and equipment.</p> <p>Our Handsam audit was 92.8% with very few areas to work on, the biggest area being fire safety which is being looked at by the Trust.</p> <p>We are looking to add more members for the Health and Safety Team.</p> <p>The mobile is coming to the end of use, we need to make a plan for this.</p>
10	<p>Policy Proposals and Ratification</p> <p>Behaviour Safeguarding SEND Attendance.</p> <p>Governors – happy to ratify.</p>

11	<p>Any other business and Date of next meeting</p> <p>KJ asked: What's the difference between pupil voice and school council? PC replied: Pupil voice is a bigger sample, this is everybody. The pupil council is fixed.</p> <p>LC noted: We are down for another Trust behaviour review in December so we will have a comparative. When we agree to meet again, we will have an update from GA on Thrive, we will have a result on the employee survey and the behaviour review.</p> <p>KJ asked: Can we look at who is charged with which area: Health and Safety Safeguarding Curriculum SEND Pupil Premium</p> <p>Next meeting will be 12th December 13:15 Monitoring followed with meeting 15:00 – 16:00</p>
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12. Action Points

Individual/s	Action	Due Date	Completed
GP, KJ, CM, CH	Training – Curriculum training on 16 th June 6pm-7pm	16/06/2024	
GP, KJ, CM, CH	ALT training for Governors 12 th November 5pm-6pm	12/11/2024	
GP	School visit 3 rd December	03/12/2024	