



Minutes of the meeting of the Governing Body held at Kings on Wednesday 6th September 2023 at 5.30pm.

Governing Body:

Name	Initials	Position	Type	Attended
Jo Luhman	JL	Head	Ex Officio	Y
David Harrison	DH		Parent Governor	Y
Paul Jackson	PJ		Partnership Governor	N
June Phillips	JP		Co-opted Governor	Y
Vivienne Morell	VM		Staff Governor	Y
Keith Dixon	KD	Chair	Co-opted Governor	Y
Kel Finan-Cooke	KF		Community Governor	N
Owen Gardner	OG		Co-opted Governor	Y
Damon Wilson	DW		Parent Governor	Y

In attendance:

Jennie Morgan	JM	Clerk to Governors
Bruce Guyett	BG	Deputy Headteacher
Mel Rodgers	MR	Deputy Headteacher

	TOPIC	ACTION
1	<p>APOLOGIES FOR ABSENCE</p> <p>Apologies for absence were received and accepted from KF and PJ.</p>	
2	<p>DECLARATION OF INTEREST</p> <p>a) Governors were sent the Register of Interest Form prior to the meeting – KF has not completed the form. b) Governors did not declare any interest in specific agenda items at this meeting.</p>	
3	<p>APPOINTMENTS FOR THE EDUCATIONAL YEAR 2022-23</p> <p><u>Statutory Appointments</u> Chair Keith Dixon Vice-Chair Owen Gardner Governor responsible for liaison with the LA in the event of an allegation against the Headteacher regarding Child Protection Keith Dixon</p> <p><u>Highly recommended</u> Child Protection/Safeguarding Paul Jackson Special Education Needs and Disability (SEND) Paul Jackson Looked after Children (LAC) Paul Jackson</p>	

	<p><u>Nominated Governors - highly recommended and other appointments</u> Governors to agree School Development Plan (SDP) priority areas for monitoring and allocation of roles.</p> <p><u>Data Protection Governor</u> Damon Wilson</p> <p><u>Equality and Diversity</u> – June Philips</p> <p><u>Health and Safety</u> – David Harrison</p> <p><u>Attendance and Exclusions</u> – Keith Dixon</p> <p><u>Careers</u> – vacant</p> <p><u>Pupil Premium</u> – vacant</p>	
4	<p>CONSTITUTION OF THE GOVERNING BODY</p> <p>a) Name and category of governors whose term of office is due to expire - none b) Vacancies – Parent governor (Action to start process of recruitment after half term)</p> <p>Constitution of governing body to be uploaded to governor hub</p>	<p>JM</p> <p>JM</p>
5	<p>EMERGENCY PROCEDURES</p> <p>JM has completed this and sent to Surrey County Council.</p>	
6	<p>GOVERNORS' DETAILS</p> <p>JM confirmed that these are up to date on GIAS and the Kings website. PJ has changed his email address.</p> <p>Some governors are reporting issues with governor data on the website – meeting to be arranged with Venture.</p>	<p>JM</p>
7	<p>PROCEDURAL MATTERS</p> <p>a) Code of Conduct – the staff and governor code of conduct continues to be maintained.</p> <p>b) Open or Closed Meetings – Closed.</p> <p>c) Alternative Participation/Voting Arrangements – governors to agree their approach, in line with The School Governance (Roles, Procedures and Allowances) (England) Regulations 2013.</p> <p>Protocol for alternative participation – governing body to agree if governors/associate members will be able to participate and vote (governors only) at full governing body meetings (and committee meetings) including but not limited to, by telephone, Skype, Teams and video conference – agreed.</p> <p>d) Professional Negligence Statement - governors to consider recording the professional negligence statement: Advice given by governors at this school is incidental to their professional expertise and is not being given in their</p>	

	<p>professional capacity. Best practice would be to record this on each set of minutes. This is done on each set of minutes.</p> <p>Confidentiality Statement - governors must agree to respect the confidence of those items of business which the governing body decides are confidential. Governors may wish to record the following statement on their minutes and other governing body papers: Governors respect the confidential nature of discussions and do not disclose governor business or decisions. When minutes of governing body meetings, Part 1, are approved they are made available to any member of the public who requests sight of them. This is done on each set of minutes.</p>	
8	<p>COMMITTEES - if the governing body has committees with delegated responsibility it must:</p> <p>a) agree and approve membership of committees (statutory) – resources committee is DH, OG, DW, JP, VM.</p> <p>b) agree Terms of Reference (statutory) and work programmes – these will be reviewed at Resources Committee</p> <p>c) agree membership of Pay Committee and Pay Appeals Panel (statutory)</p> <p>Pay committee – 17th October at 7.30pm – OG, PJ Pay appeals panel – KD</p> <p>All maintained schools must:</p> <p>d) agree membership of the Headteacher’s Appraisal Panel – KD, DH, JP</p>	DH
9	<p>MINUTES OF THE MEETING OF 11 JULY 2023</p> <p>The minutes were agreed and signed.</p>	
10	<p>MATTERS ARISING FROM THE MINUTES</p> <p>From the matters arising:</p> <p>Governors have added their online training to Governor Hub. Ricky Banner to be asked to provide some safeguarding training online following a resources meeting. CEIAG to be sent to JL. YAS to be asked to reset all governor passwords for Educare. AI to be added to agendas. BG to provide collated results documents by end of September.</p>	JL JM JM JM BG
11	<p>CHAIR’S ACTION/S</p> <p>See Part 2.</p>	
12	<p>HEADTEACHER REPORT</p> <p>Looking at the results:</p> <p>Music is so low because each child is worth 11%.</p> <p>JL told governors that we think because of Covid we had children making an active choice. The lack of key stage 3 skills due to Covid and students decided not to try in some subjects in order to raise their other grades.</p>	

BG noted that one of the target grade 4 students joined late from Argentina, no key stage 2 data, so no real targets.
Some students thought they could do whatever courses they wanted if they just got English and Maths for college.

At middle leaders' meetings subjects have started doing their own individual exam analysis.

This year, the open subjects i.e. not those in the EBacc or core the weakest in terms of progress.

KD noted that it is interesting how those few outliers made such an impact.
BG told governors that we have lots of medical and anxiety issues in last year's year 10 - 40 out of 149 were persistently absent last year.

Covid had some impact - students who were considered as outliers now may not remain as an outlier. This problem we will have is students with medical needs coming out of certain subjects. We will have a large number of students coming out of some of their subjects.

Our attendance is now at national average.

KD asked if overall, we are happy with the figures.
BG answered that the most pleasing thing is the progress score.

DH commented that a parent told him that further maths was taken by their child after school.
VM corroborated this – it was a small class and they were targeting the top mathematicians.
BG told governors that 9 students took further maths, two of the nine achieved grade 9, two of the nine achieved grade 8, and the five remaining achieved a grade 7.

OG arrived at 1828.

JL said in terms of moving forward, we have a review from Surrey at the end of September.
We have a BET review of results.
Until we get the invalidated data, we won't believe our progress at school.
Ultimately, we don't know what they will do in terms of key indicators.

Year 11 is a massive concern; their mock grades are so far below target. We have just done an analysis on Covid catch up money - 76% of those who had English capital tuition met their target grade.
43% of those who had the maths and science tuition met their target grade.

English was focusing on skills and exam prep, whereas maths and science were focusing on questions.

This year the funding is 50% from Covid catch up money and if we don't spend it we lose it. We are looking at parental funding 50% and us 50% from the catch up. We have done targeted parents' evenings and have another one coming up. Also, full parents evening, some parents were a little shocked.

The results for computer science were good.

	<p><i>KD asked how the current year 9 look against our year 11.</i> BG answered that it is a complete anomaly. JL told governors that there is a group of around 14 students in year 9 who have been taken out of languages and put in a group called learn to learn. This involves life skills, cooking, kickboxing and a couple of trips, including a five-day residential in June to the Lake District. The plan is when this group go into year 10 they are ready to access college and some GCSEs.</p> <p>JL told governors that year 8 are a lovely year group, year 7 have had a relatively good start but with a high number of ADHD and ASD students.</p> <p>See part 2</p> <p><i>DW noticed that staff are still smoking outside.</i> BG will raise this with staff tomorrow. <i>DW asked if staff will be held accountable.</i></p> <p>JL informed governors that student numbers are amazing and we are completely full. We have six appeals coming up.</p> <p>We have been asked to take another bulge class in 2024, but have said no due to the number of rooms and the stress on the budget.</p> <p>See part 2</p>	
<p>13</p>	<p>POLICIES</p> <p>The following policies were approved:</p> <p>Careers access Complaints Behaviour. Safeguarding policy Attendance policy. Well-being policy.</p> <p>All of the items spoken about the last governors meeting regarding attendance have now been delayed.</p> <p>JL asked governors that where values are mentioned in any policies are governors happy that we drop the new wording in without bringing the policy back to governors. Governors replied yes.</p>	
<p>14</p>	<p>AOB</p> <p>We have to change the length of the school day by September 2024 to be 32.5 hours and need to go to consultation. We will either start at 8:30am or finish at 3:10. We can consult with parents and staff, the local community and primary schools.</p> <p>KD told governors he was very proud when he watched the last day of term assembly. It was amazing to see the reaction of children to those who had won an award and their achievements being embraced.</p>	

	JL informed governors that we will be having celebration of achievement events and a formal presentation evening and year 11s will be coming back to get their GCSE certificates.	
	<p>DATE OF NEXT MEETING</p> <p>17th October at 5.30pm</p>	

Meeting closed at 19.31

Signed:

Chair of Governors:

Date:

Professional Negligence Statement

Advice given by governors at this school is incidental to their professional expertise and is not being given in their professional capacity.

Confidentiality Statement

Governors respect the confidential nature of discussions and do not disclose governor business or decisions. When minutes of governing body meetings, Part 1, are approved they are made available to any member of the public who requests sight of them.