



Minutes of the meeting of the Governing Body held at Kings on Wednesday 7th September 2022 at 6pm.

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	Y
June Phillips	JP		Co-opted Governor	Y
Vivienne Morell	VM		Staff Governor	N
Keith Dixon	KD	Chair	Co-opted Governor	Y
Kel Finan-Cooke	KF		Community Governor	Y
Owen Gardner	OG		Co-opted Governor	Y
Damon Wilson	DW		Parent Governor	N

In attendance:

Jennie Morgan	JM	Clerk to Governors
Bruce Guyett	BG	Deputy Headteacher

	TOPIC	ACTION
1	<p>APOLOGIES FOR ABSENCE</p> <p>Apologies for absence were received and accepted from DW and VM.</p>	
2	<p>DECLARATION OF INTEREST</p> <p>a) Governors were sent the Register of Interest Form prior to the meeting 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> – Kel Finan-Cooke</p> <p><u>Pupil Premium</u> – Paul Jackson</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</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.</p>	
7	<p>PROCEDURAL MATTERS</p> <p>a) Code of Conduct – the staff and governor code of conduct will be updated.</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 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 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>	JM

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.</p> <p>b) agree Terms of Reference (statutory) and work programmes – agreed in July</p> <p>c) agree membership of Pay Committee and Pay Appeals Panel (statutory)</p> <p>Pay committee – 21st October at 12.30 – OG, PJ Pay appeals panel – KD, KF</p> <p>All maintained schools must:</p> <p>d) agree membership of the Headteacher’s Appraisal Panel – KD, DH, JP</p>	
9	<p>MINUTES OF THE MEETING OF 13 JULY 2022</p> <p>The minutes were agreed and signed.</p>	
10	<p>MATTERS ARISING FROM THE MINUTES</p> <p>From the matters arising:</p> <p>KF will send the youth parliament link</p> <p>Steph Reid to co-ordinate meeting with local student leadership teams</p> <p>Uniform survey will be sent and parent governor information will be sent in the autumn term</p> <p>JM did not send the INSET timetable to governors</p> <p>Attendance and pupil premium governor has now been nominated</p> <p>The bus may well become a minibus which will then be able to enter the site</p> <p>Voters on meeting times were taken</p> <p>SLT were invited and a tour of the site will take place after this meeting.</p>	<p>KF SR BG/JM</p>
11	<p>CHAIR’S ACTION/S</p> <p>There have been no chair’s actions since the last meeting</p> <p>PJ left the meeting at 18.33</p>	
12	<p>HEADTEACHER REPORT</p> <p>Governors looked at the headteachers presentation from INSET day. Under student profile this year 7 there are lots of SEN needs but they are not low ability. Looking at progress 8 there is a presentation from David Blow on how they are looking to calculate it this year. We met our FFT 50 targets for 4+ and 5+ for the first time.</p> <p><i>OG commented that is amazing to get to this place and thank you to all of the staff in the context of everything else this is extraordinary.</i></p> <p>JL noted that the gap for disadvantaged has narrowed and the top has not dropped. The new year 10 profile looks quite different. That year group didn’t have online learning for the first Covid lockdown. It will be interesting to see how this pans out. Our SEN children have fallen off the radar, it wasn’t our EHCP children who had a space in school, it was the K children and particularly boys. Girls were the highest achieving and also those who made the most progress.</p>	

	<p>All practical subjects' grade boundaries were squished e.g. art grade boundary 6 was 58 or 59, 7 was 67. Equally 'open bucket' was our weakest area. Children made a choice about focusing on subjects that they needed to go to college. We had children who didn't even turn up to exams.</p> <p>German has a 100% pass rate - all foundation and all got a 5 and that will affect progress on that would have been higher progress had they done the higher paper.</p> <p>We are holding review meetings asking what have you learnt? What would change about year 11?</p> <p><i>OG asked if 'high aspirations' was a new statement.</i> JL replied no, we have always said it but we are being really positive. We have a year 11 targeted parents evening coming up.</p> <p>We now have to set milestones for next year and the feeling is to stick at FFT50 for next year.</p> <p>We have not put languages in as a college priority - languages have been told they need to work out why they are not a popular subject.</p> <p><i>OG asked if we are satisfied with the outcomes we got from last year.</i> JL replied she didn't believe we got it that high and English got higher than ever before. Triple Science had 100% pass rate for 27 students but looking back in 2019 it was also 100% but for only 7 students.</p> <p><i>OG noted that the trend and context are good and in the right direction.</i> JL agreed especially when we are left with 7-8 students in year 11 who need special school.</p> <p>JL commented that when we take the outliers out, the results are massively improved.</p> <p><i>OG asked BG if we can have progress score for this year 11 cohort of leavers without the outliers.</i></p> <p>JL told governors that Ron Searle from Surrey County Council is coming to do a half day monitoring visit on 26th September.</p> <p>We will also have a light touch review from the BET in February.</p>	<p>BG</p>
<p>13</p>	<p>POLICIES</p> <p>Safeguarding Policy – will be updated with the new Keeping Children Safe in Education information and sent to governors.</p> <p>Behaviour Policy – JL asked governors if they were happy to replace David Hurley's name on the Behaviour Policy. Governors agreed.</p> <p>Health and Safety Policy – JL asked governors if they were happy that the external consultant name has been changed. Governors agreed.</p> <p>EDI Policy – This is a new policy and the main change is number 8, our objectives. We have left SEND attendance in and are reviewing uniform based on feedback last year. It is good practice to learn from others and adapt your own practice.</p>	<p>JM</p> <p>JL</p>

	<p>There is a new attendance portal where you can view live attendance JM to look for login for KD to DfE portal.</p> <p>JP noted that BG has worked hard in putting this policy together.</p> <p>The EDI Policy was approved.</p> <p>Asbestos Management Plan – JL told governors that the HSE have notified us that we are not fulfilling our asbestos responsibility in terms of records. Governors have a responsibility to ensure this is being maintained and done. The actual report is 163 pages long. JL suggested that a governor should undertake an asbestos course to gain an understanding of the responsibilities as governors. OG to look into this.</p> <p>The plan was agreed in principle but governors will come in and speak to KL</p>	<p>JM</p> <p>OG</p>
14	<p>KCSIE UPDATES</p> <p>If governors would like to they can attend in person training from 3-4pm tomorrow.</p> <p>JM to ask MB to re-send logins for Educare and National College.</p> <p>Safeguarding to be added to each agenda.</p> <p>DH asked who the new DSL is. JL replied it is her for now.</p> <p>DH left the meeting at 19.42.</p>	<p>JM/MB</p> <p>JM</p>
15	<p>AOB</p> <p>There was no other business.</p>	
	<p>DATE OF NEXT MEETING</p> <p>18th October at 5.30pm</p>	

Meeting closed at 19.45

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.

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