



Minutes of the meeting of the Governing Body held at Kings on Wednesday 8th September 2021 at 6pm.

Governing Body:

Name	Initials	Position	Type	Attended
Jenny Tuck	JT	Chair	Co-opted Governor	Y
Jo Luhman	JL	Head	Ex Officio	Y
David Harrison	DH		Parent Governor	Y
Martin Sands	MS		Local Authority Governor	N
Paul Jackson	PJ		Co-opted Governor	Y
Eamon Lally	EL		Parent Governor	Y
June Phillips	JP		Co-opted Governor	Y
Bindi Sarl	BS		Co-opted Governor	Y
Vivienne Chung-Penney	VCP		Staff Governor	Y
Keith Dixon	KD		Co-opted Governor	Y
Heather Caudle	HC		Parent Governor	Y
Kel Finan-Cooke	KF		Community Governor	Y

In attendance:

Jennie Morgan	JM	Clerk to Governors
Bruce Guyett	BG	Deputy Headteacher

	TOPIC	ACTION
1	<p>APOLOGIES FOR ABSENCE</p> <p>Apologies were received and accepted from MS.</p>	
2	<p>DECLARATIONS OF INTEREST</p> <p>a) Governors completed the Register of Interest Form via MS FORMS. b) There were no declarations of interest in specific agenda items.</p>	
3	<p>APPOINTMENTS FOR THE EDUCATIONAL YEAR 2021-22</p> <p><u>Statutory Appointments</u> Chair - Jenny Tuck Vice-Chair - Keith Dixon Governor responsible for liaison with the LA in the event of allegation Child Protection against Headteacher - Jenny Tuck</p>	

	<p><u>Highly recommended</u> Child Protection/Safeguarding Paul Jackson Special Education Needs and Disability (SEND) Keith Dixon 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> Eamon Lally</p> <p><u>Equality and Diversity</u> – June Philips</p> <p><u>Health and Safety</u> – Eamon Lally / David Harrison</p> <p><u>Attendance and Exclusions</u> – Jenny Tuck</p> <p><u>Careers</u> – Martin Sands</p> <p><u>Pupil Premium</u> - Jenny Tuck</p>	
4	<p>CONSTITUTION OF THE GOVERNING BODY</p> <p>a) Kel Finan Cooke was voted in as a governor. b) There are no governors whose time of office is due to expire. c) Graham Rudd has retired as a governor for personal reasons. d) We have vacancies for parent governors and are looking for financial expertise and experience. If anyone knows anybody who may be suitable please let JT know.</p> <p>KF-C introduced herself to the governing body and told governors she is a local community activist and is on the Watchetts Residents Forum. She is the diversity officer for a local political party and he is heavily involved in Pride. She has two Children at Kings in years 8 and 10 she has a vested interest in the community and wants to help these young people to help themselves.</p>	
5	<p>EMERGENCY PROCEDURES</p> <p>The emergency procedures document has not yet been received from Surrey county council.</p>	
6	<p>GOVERNORS' DETAILS</p> <p>Governor details forms were sent out and all have been completed and logged.</p>	
7	<p>PROCEDURAL MATTERS</p> <p>a) Code of Conduct – Governors will comment on the Code of Conduct at the next meeting. b) Open or Closed Meetings – it was agreed that meetings will remain closed</p>	

	<p>c) Alternative Participation/Voting Arrangements – governors agreed that governors’ attendance at a whole meeting by any means enable them to vote. Protocol for alternative participation – governing body agreed governors will be able to participate and vote at full governing body meetings (and committee meetings) including but not limited to, by telephone, Skype and video conference.</p> <p>d) Professional Negligence Statement governors voted to adopt the professional negligence statement as shown.: Advice given by governors at this school is incidental to their professional expertise and is not being given in their professional capacity.</p>	
8	<p>COMMITTEES</p> <p>a) agree and approve membership of committees</p> <p>PDBW MS (Chair) HC KD JP PJ KF</p> <p>Education and Standards JT BS (Chair) EL JP VC KD DH</p> <p>Resources EL (Chair) JT DH MS</p> <p>b) Terms of Reference and work programmes will be agreed at committees. c) Membership of Pay Committee is KD, DH, EL and the Pay Appeals Panel will be PJ and JT. d) Membership of the Headteacher’s Appraisal Panel will be BS, JT, JP.</p>	Chairs of committees
9	<p>MINUTES OF THE MEETING OF 15TH JULY 2021</p> <p>The minutes of the meeting of 15th July 2021 were agreed and signed.</p>	
10	<p>MATTERS ARISING FROM THE MINUTES</p> <p>There is a typo on page 2 ‘bike’ should be bake.</p>	

	<p>From item 6 in the minutes there are four children retaking GCSEs and five appeals.</p> <p>JL told governors that exam boards have added the things that were removed e.g. poetry into the retake examinations putting those students re-taking at a disadvantage.</p> <p><i>JT asked about the SEN panel and the 6 children requiring special school places mentioned in the previous minutes</i></p> <p>JL replied that we have one year 10 and two year 9's who have had a special school added to their EHCP but we cannot find a space.</p> <p>We have a year 10 who is attending Philip Southcote satellite at Kings and has waited 9 months for special.</p> <p>We also have a year 9 attending Philip Southcote and twins in year 8 who are Hampshire residents who will now have places at Philip Southcote.</p> <p><i>EL asked if we were originally expecting nine pupils in the satellite centre</i> JL replied no, we were expecting 8 but Philip Southcote agreed to take the child into year 10.</p> <p><i>JT asked if governors can join learning walks again this year.</i> JL replied yes.</p> <p><i>JT asked how BG's visit to Epsom and Ewell went (part of his NPQH)</i> BG answered that it was very enlightening and they have heavily invested in their PE department and sports facilities, hosting year five every Friday in the hope of increasing the numbers.</p> <p>Continued in Part 2</p>	
<p>11</p>	<p>CHAIR(S) ACTIONS</p> <p>There have been no emergency actions taken on behalf of the full governing body since its last meeting.</p>	
<p>12</p>	<p>HEADTEACHER REPORT</p> <p>JL told governors in terms of the IDSR that this is what OFSTED see. It holds the 2019 GCSE data and will never show the 2020 or 2021 data.</p> <p>Kings was above national average for Covid attendance.</p> <p><i>DH questioned regarding 0% of the children apparently going to Sixth form college.</i> JL clarified that this would come under the further education tag.</p> <p><i>KD asked when we are expecting OFSTED.</i> JL replied anytime soon.</p> <p><i>EL asked if OFSTED will be interested in the 2020 results.</i> JL replied no they are not allowed to see them.</p> <p>See Part 2</p>	

	<p>JL continued that the CDP looks at how effectively we are using our catch-up money. We are doing a gap analysis now year 7 are starting and then we will target what we are going to do across the school. <i>BS noted that one starting point would be what did the inspector say last time and what have we done?</i> <i>EL questioned where does the accountability come in between all of our plans and progress & et cetera.</i> JL replied we have to find other forms of quantitative data or quantifiable data as we cannot look at the data from 2020 or 2021.</p> <p><i>EL noted it is hard to pin down what we will hold the school accountable for. In the CDP it says we will improve outcomes for a certain group of children above the 2019 level.</i> JL noted in the milestones report within the headteachers report that's what would we would hold the school accountable for by the 2022 year 11 data. EL expressed his concern that girls seemed to be achieving 10% less at 4+ than boys. JL replied we have 50 girls and 80 boys. JL stated that she is not saying we can't deal with the results but we cannot use that data. The 2021 results are not reflective of those girls. We need to focus on why girls are more affected by the pandemic than boys.</p> <p><i>HC asked if we could use the A-level or next stage results as a control to see how we have prepared them.</i> JL replied yes. We have done the morally correct process so we have hopefully set them up to be correct at the next stage. Children made a choice regarding revision or working at home. <i>EL commented that we need to programme in a conversation on how the governors will hold the school to account in the next two years.</i> The education standards committee report back to the governing body on their thoughts. <i>HC noted that the two-year data is unprecedented and we need to do anything creative that we can do.</i> JL suggested that we could do a research study but also commented that governors need to get on top of the pupil premium spend.</p> <p>JL told governors that open evening is on 14th October and that tours will start on 20th September.</p> <p><i>EL asked if school was looking for comments on the college development plan and the SEF.</i> JL replied yes please just write on it as it is draft.</p>	E&S committee
13	<p>POLICIES</p> <p>Supporting students with medical needs. KF had several suggestions regarding this policy including adding the caveat 'and ongoing treatments' to the title. It was agreed that KF will send her changes out to governors and this will then be put to the resources committee.</p>	

	<p>Behaviour towards staff</p> <p>There was a missing space and BS had a comment about being factual which we are happy to include. The policy was ratified with BS' additions.</p>	
	<p>AOB</p> <p>JL told governors she is considering looking at the summer uniform as she has had requests from students about wearing shorts especially in the very hot weather that we are now getting. We also have to provide a second uniform supplier. Governors agreed this should be investigated.</p> <p>JL asked if anybody would like to be part of the task group getting the equality, inclusion and diversity toolkit up and running. KF and HC volunteered.</p> <p>There was a brief discussion regarding issues with cultural groups and dual heritage during the pandemic and how they have withdrawn back into the specific groupings in school. We need to look at unpicking what has happened and how we can help.</p>	
	<p>DATE OF NEXT MEETING</p> <p>7th December</p>	

Meeting closed at 19.47

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.