

## PART A

### Kings Avenue School

#### Minutes of the Full Governing Body Meeting of Kings Avenue School held virtually on Monday 17 May 2021 at 6.00pm

##### Members present:

Mr Tom Berry (TB)	Co-opted Governor
Mr Matthew Bryant (MB)	Co-opted Governor (Chair)
Mrs Tanya Jonas (TJ)	Co-opted Governor (Vice Chair)
Ms Gay Wenban-Smith (GW)	Co-opted Governor
Mr Rodney Lenthall (RL)	Local Authority Governor
Ms Rachel Mollett (RM)	Headteacher
Ms Bisma Jones (BJ)	Parent governor
Mr Oliver Butcher (OB)	Co-opted Governor
Mr David Ritchie (DR)	Staff Governor
Mr Alan Sendorek (AS)	Co-opted Governor

##### In attendance:

Ms Mel Brown (MBr)	Clerk
Ms Joy Carke (JC)	Deputy Headteacher
Ms Rebecca Stephenson (RS)	Assistant Headteacher

#### 1. Welcome and Apologies for Absence

MB welcomed everyone to the meeting. One amendment was noted to the agenda for the addition of discussion on leadership arrangements for the school from September onwards, to take place after agenda item 9.

Christian Adebisi was absent without apologies. Action: MB to follow-up with CA regarding attendance to meetings.

#### 2. Quorum

The meeting was quorate with most Governors present.

#### 3. Declaration of Interest / Register of Business Interest

MBr declared an interest, noting that she is currently the clerk at Iqra School.

#### 4. Approval of Previous Minutes

The minutes of the meeting held on 1 March 2021 were approved as an accurate record and signed by the Chair.

The minutes of the meeting held on 13 May 2021 had been uploaded that morning and it was agreed that Governors would review and approve at the next meeting.

#### 5. Matters Arising / Actions

There were no updates; all items from the action plan have been completed.

#### 6. Governing Body Business

An individual has been identified for potential appointment to fill the Governor vacancy. Plans are underway to schedule a visit to the school, and following that, invite to the next meeting of the full Governing Body. **Action: MB to circulate CV to Governors for review.**

## 7. Chair's Action

There was nothing to report under this item.

## 8. Committee Reports

### ACPCC Committee

TJ provided a verbal report on the meeting held on 26 April 2021. Noting that Jasmin Williams had joined the meeting to provide the committee with an overview of the developments with the curriculum at the school, which included the use of Google Classroom.

The governing body received and noted the minutes of the ACPCC meeting held on 26 April 2021.

### Resources Committee

MB provided a verbal report on the meeting held on 26 April 2021, noting that Oliver Butcher had been appointed as the committee's new Chair. MB reported that extensive discussions took place during the meeting regarding the budget monitoring report. The actuals for the financial year were received and the school was noted to have had a positive in-year surplus. There is still a cumulative deficit of £359,000 which is expected to be cleared over the next 3-4 years.

Other discussions at the committee focused on income generating opportunities and the ongoing staff restructure.

A **governor asked** if the in-year surplus reported was higher than it would have been if the back-pay for support staff had been taken out of last year's budget.

A **governor asked** about the number of in-year pupils taken in 2020/21. RM responded that she would follow-up with Anupa for details but noted that there had been one new Year 5 student recently.

The governing body received and noted the minutes of the Resources Committee meeting held on 26 April 2021.

## 9. Headteacher's Report

RM referred governors to the Self-Evaluation Form (SEF) and advised that since the return to school following the last lockdown there has been an increase in attendance to 97% and behaviour and attitudes have been strong. The current focus is on getting children back into routine through catch up lessons and revisions of topics covered during home learning as required.

A **governor asked** if the school's independent advisor had been engaged regarding the SEF. RM responded that the SEF is an evolving document and is typically shared with the independent when there is a visit. Due to COVID there has been no visits since the last Ofsted.

JC provided a verbal report on the virtual deep dive with Linda Poole, the school improvement advisor. The discussion focused mainly on RE, including how the subject has been personalized. Feedback from the advisor was overwhelmingly positive with minor actions for improvement noted. This related to the debates the children have at the end and sharing with parents how that is used as a basis for assessment. DR reported that the deep dive for Behaviour and RSE were also positive. RM added that the SEF is informed by feedback from deep dives, last monitoring visit, as well as internal half term assessments. Feedback from tomorrow's in-person visit will also be incorporated in the SEF.

The SIP has been updated since Easter and the school's progression is on track.

A **governor asked** if there have been any instances of children and their families stranded abroad due to COVID restrictions. RM replied that two families had initially been stranded in Iraq but have returned since Easter. Both students are now back in routine.

A **governor asked** about pupil premium. DR replied that issues within the pupil premium group were most common in Year 5 and Year 6 and tended to occur on the playground. To address this, there will be a heightened focus this term and through the summer will be providing additional supports for the pupil premium group to help them manage and regulate their emotions and regulate them. The restorative practice initiative has seen some uptick since the return to school and is aimed at helping the students to take more responsibility of their own actions.

The 3-year financial plan has not yet been updated. The budget for this year will be brought forward to the next Resources Committee meeting.

Ofsted is scheduled to complete a 1-day monitoring visit from 8am-6pm tomorrow. The focus is on how effectively the school is moving to 'good'. There will be no deep dives or one-to-ones. RM provided governors with an overview of the day's schedule. One of the actions from the last visit was governance and quality of education. Governors were encouraged to know their subjects and they dates that they will come in.

#### 10. **Children's Progression Documents**

RS provided an overview of the subject matter progressions including reading, writing and mathematics. The progressions outline the key theme for each subject and the substantive knowledge the children learn in each year group. Governors will be provided with more detailed information for their subject areas during one-to-ones.

#### 11. **Leadership Arrangement**

MB raised the issue of leadership arrangements from September and the recruitment of a suitable replacement for RM.

MB and RM met with the local authority on Friday. Discussion took place regarding potential partnership with Granton Primary School. They were generally positive about the proposal advanced and suggested that arrangements be in place early in the second half of this term to facilitate a proper handover between JC and whoever the other individual is.

A **governor asked** if there would be an interim period where they start as a consultant and then transition into an executive Head. MB replied that there had been an indication that the agreement would be for 1-year in the first instance with the option to renew or extend. Concern was expressed that 1 year is too short a period to adequately assess the impact of the work being done.

Discussion took place regarding the potential for a temporary arrangement beginning September 2021. This would ensure there is an option in place and there is some continuity from the current arrangement. This would provide some reassurance to staff and parents, and as well ensures the school is ready should there be an Ofsted visit in the Autumn term. This solution also provides the option in the following year to assess the options for a more long-term solution, including opportunities for federation.

The Board agreed to proceed with an interim arrangement for 1 year with Granton Primary School and Edison David. **Action: MB to follow-up with Edison regarding the proposed arrangement. Pending agreement, a meeting will be scheduled for him to meet the Governors.**

#### 11. **Governor Virtual Visits - Feedback**

There were no governor visits since the March meeting.

**12. Training and Development**

Item to be revisited at the next meeting.

**13. Any Other Business**

Rachel Mollett discussed the COVID Risk Assessment and the virtual Ofsted Quality of Education Visit.

**14. Confidential Matters**

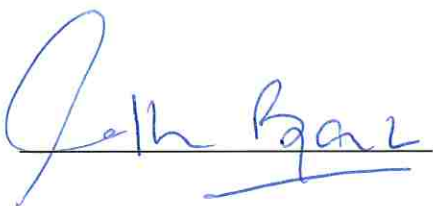
Discussed under Part B.

**15. Dates of Next Meetings**

The next set of meetings were noted:

- ACPCC – 14 June 2021
- Resources – 14 June 2021
- GB – 12 July 2021

Chair



Date

27/9/21