

Kings Avenue School

Minutes of the Full Governing Body Meeting of Kings Avenue School held virtually on Monday 1 March 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

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, particularly David Ritchie (the new staff governor).

Apologies were received and accepted from Alan Sendorek. Christian Adebisi was absent without apologies.

2. Quorum

The meeting was quorate with most Governors present.

3. Declaration of Interest / Register of Business Interest

There were no declarations of interest.

4. Approval of Previous Minutes

The minutes of the meeting held on 14 December 2020 were approved as an accurate record and signed by the Chair. Governors (who had access) also approved the minutes of the confidential minutes as listed in the Part B folder.

5. Matters Arising / Actions

The action plan was discussed and updated as follows:

	Action	Lead	Update	Deadline
8	To contact the new governors regarding joining the two committees.	MB	GW and BJ have joined the ACPPC Committee, and DR has joined the Resources Committee.	Closed
13	To present specific governor training plans for 2021 to the next meeting.	OB	OB to circulate information to governors before Easter holidays.	
14	To upload the presentation from the Lambeth briefing to GovernorHub.	MBr	The Lambeth briefings were uploaded to GovernorHub weekly.	Closed

	Action	Lead	Update	Deadline
14	To circulate Working Together report when available.	MBr	The Working Together Reports have not been produced but the local governor reports were circulated.	Closed

6. Governing Body Business

This item was discussed under item 5.

7. Chair's Action

There was nothing to report.

8. Committee Reports

ACPC Committee

TJ provided a verbal report on the meeting held on 25 January 2021. Teachers had joined the meeting to update governors on their plans within their area of expertise: Linda Nolan discussed attendance and punctuality and the improvements in attendance since 2017; Tyler Mitchell talked about behaviour and ASD, and how behaviour had improved since 2019 with a decrease in external exclusions; Catherine McDonald explained how SEN was managed in school; and Jasmine Williams explained what had been done in computing and the support provided to families during lockdown.

The minutes of the meeting were noted.

Resources Committee

MB provided a verbal report on the meeting held on 25 January 2021 and highlighted that there were extensive discussions on the budget monitoring report. The school was forecast to have a positive in-year surplus and had successfully generated additional income during the summer. There was a proposal for IT investment to enhance Wi-Fi in school, replace the server and purchase some iPads for in-school teaching. A meeting of the Resources Committee was scheduled for later this evening for clarification of the outstanding questions asked by governors.

Following this committee meeting, MB and RM had met with Cathy Twist (Director of Education) and Education Finance at Lambeth Council to review the deficit, and monthly meetings would be held to enable the Local Authority to monitor the situation.

A **governor asked** how assumptions were made for the three-year budget projection and MB replied that pupil numbers was the biggest variable and the school had prepared models for different numbers of pupils, (for example, a similar number of pupils, or a full complement of thirty pupils). The Council also provide advice on the assumptions to make. The Local Authority were insisting that the deficit was paid off in three years, but this was impossible given the number of children joining the school each year. Governors discussed the implications of low pupil numbers and noted that a number of schools in the area have reduced their PAN.

The minutes of the meeting were noted.

9. Headteacher's Report

RM referred governors to the Self-Evaluation Form (SEF) which had been updated to reflect changes relating to Covid and remote learning.

RM informed governors that the plan for re-opening school was to follow the September model, and the Risk Assessment shared with governors was the same as previous. The school would be teaching the full timetable, with one-to-one tutors for Year 6 after school and an academic mentor to provide Year 5 booster lessons.

The key focus was to get the children back into a routine, holding catch up lessons as required, revising what the children have learnt at home, as well as moving forward with learning. There would be no assessments until May half term and other assessments were planned for the end of the Summer term; this would provide a clear position at the end of the year.

A **governor asked** about the Year 6 pupils and RM replied that they would be having one-to-one tutors after school and maths booster sessions. This Year 6 were a low performing group, but the Year 6 teachers were strong and had put extra provisions in place to support accelerated learning.

A **governor asked** about the impact of the booster sessions during the Autumn term and RM replied that, due to the isolation of Year 6 before Christmas, they were not assessed. Assessment results would be available for governors at the next meeting and the catch-up programme would continue to the end of the academic year.

A **governor asked** about Year 6 pupils moving to secondary schools and it was confirmed that the details have been posted to parents by the Local Authority.

A **governor asked** about feedback from parents regarding online learning and BJ replied that, as a parent, she has appreciated that the school was working hard to provide lessons which have improved, with accurate feedback. In addition, the breakfast hampers provided by school were positively received by parents. RM added that she had received positive comments from parents and, to date, has not received any complaints. The breakfast hampers have been provided by a local charity. A **governor asked** how the hampers were distributed, and RM replied that they were collected by parents in school and were available to every child.

A **governor asked** about communication with parents regarding the re-opening of school and RM replied that a letter was circulated today, and a reminder would be sent later. A **governor asked** if the arrangements were similar to September 2020 and the RM replied that they were exactly the same, with year group bubbles and no staggered entry due to the size of the site.

A **governor asked** if the school could do anything extra to allay some fears of parents and RM replied that she was not expecting any issues, but systems were in place for parents who were worried. A **governor asked** if any staff had been offered the vaccination, and RM replied there had been no offers of vaccinations, but staff were tested twice a week. Guidance has also been released today which advised that families of pupils and staff should be regularly tested, and the school has requested more test kits today.

RM referred governors to the Trends document which showed the three-year trends for bullying, exclusions, attendance and results. The trends are all strong, showing an upward trajectory and above national. The school now has outstanding behaviour, personal development, EYFS and leadership. The quality of education is securely good moving towards outstanding summer term 2021. A **governor asked** for the meaning of 'GLD' and RM replied that this was 'Good Levels of Development' used for the results at the end of Early Years. A **governor asked** if the percentages were for the whole school and RM replied that Phonics is specific to Year 1, GLD was specific to Reception, combined specific to Year 6, and the rest were whole school.

10. Governor Virtual Visits – Feedback

This item was discussed before item 8.

Governors thanked the school for the opportunity to view a remote learning lesson which was useful and interesting. RS explained that there had been a learning curve to teaching via Zoom, with additional workload and a number of challenges, but there had been an improvement during the year. A **governor asked** if the lesson viewed was typical and RS replied that there can be technical

issues, but generally the children like to be involved and parents have the ability to send messages to the teachers via chat. A parent governor commented that the provision was working well with good communication with teachers.

A **governor asked** if there had been a change in attitudes from parents towards teaching following the pandemic and RM replied that there was a more positive attitude from parents in September.

A **governor asked** the staff governor if there were any behaviour concerns via the online lessons and DR replied that he had not had any issues from parents or teachers regarding behaviour, and the involvement of online lessons this term had increased understanding. DR informed governors that he meets weekly with ASD families to ensure that the children were coping from both a learning and wellbeing perspective. There has been a positive response and the school has been able to provide reassurance to children and their families.

A **governor asked** if all children with an Education, Health and Care Plan (EHCP) were in school. RM reported that all the children have been invited, but not all parents have chosen for their children to come into school. However, there was regular contact with the families.

There was a brief discussion about anxiety in children caused by the pandemic. The school did introduce a number of measures in September to deal with children's anxiety, for example, wellbeing sessions in every classroom and worry boxes. Overall, children's behaviour in September was good and they were happy to be back in school.

A **governor asked** about attendance of remote lessons, and RS replied that this morning she had 20 out of 36 children logged onto the online lesson, and there were some children in school. All children not attending the online lessons receive a phone call by SLT and were expected to attend the next day. Some families do not have access to the internet, or enough devices in their home, but by Easter all children should have a device. A **governor asked** how many more devices would be needed in order for every child to have remote access (rather than every household) and RM replied that this was estimated to be about thirty.

A **governor asked** why 'Governor Day' was only held once a year and were there other opportunities for governors to go into school. MB replied that normally all governors were encouraged to visit the school every term.

There were no other visits due to lockdown.

11. Training and Development

MBr informed governors of the Governor Induction course on 15 March 2021 and 17 March 2021 and urged those governors who have not attended to complete the course. BJ reported that she had completed the Safeguarding and Prevention course and was scheduled to join the March induction course.

Governors were informed of the Lambeth Governors Forum Networking session to be held on Tuesday 9 March 2021 at 7pm. **Action: MB to forward the email to all governors**

12. Working Together

The Working Together paper has not been published by Lambeth, but MBr reported that she has posted the latest London Governor newsletter which covered updates on Covid, Ofsted and safeguarding. **Action: MBr to circulate as a separate document to governors**

13. Any Other Business

There was no other business.

14. Confidential Matters

There were no confidential matters for this meeting.

15. Dates of Next Meetings

The next set of meetings were noted:

- ACPCC – 26 April 2021
- Resources – 26 April 2021
- GB – 17 May 2021

Chair



Date 17/05/2021

Action Report

	Action	Lead	Update	Deadline
11	To forward the information of the Lambeth Governors Forum Networking session to be held on Tuesday 9 March 2021 at 7pm.	MB	Complete	
12	To forward the London Governor newsletter to all governors.	MBr	Complete	