



We are an Inclusive Community where Christian values empower us. With God's guidance, we work with pride and passion to create life-long learners who fulfil their potential. If we work together, we will be the very best that we can be: achieving, celebrating and succeeding whilst having fun.

Kennington C.E. Academy

Non-Confidential Minutes of the Governing Body

Tuesday, 25th May 2021 at 5pm.

Governors Present: **Mrs. A. Locke** – Chair (AL)
 Mrs. L. Seal – Head Teacher (HT)
 Mrs. R. Harris (RH)
 Mr. P. Sibbald (PS)
 Revd E. Lanchantin-Piggot (ELP)
 Mr. A. Rogers (AR)
 Mr. C. Dale (CD)

Additional Attendees: **Mrs. J. Bell**, Assistant Head

Observers: **Mr. R. Mellhuish** (RM)
 Mr. T. Sadler (TS)

Clerk: Mrs. L. Bondzie-Mensah

PROCEDURAL MATTERS			ACTIONS
1	Welcome and Prayer	The Chair welcomed all attendees to the meeting and an introduced TS to the Governing Body. ELP led the Governing Body in prayer.	
2	Apologies	Apologies were received and accepted from Miss O. Jones and Mrs. M. Samakai-Simpungwe	
3	Declarations of Interest	There were no declarations of interest relevant to the agenda and one update to the Register from RH. ACTION: Clerk to send the Business & Pecuniary Interests Policy to TS, RM, OJ and MSS.	CLERK
4	Minutes of the Previous Meeting	The minutes from the previous Governing Body Meeting held on 30 th March 2021 were agreed as a true and accurate reflection of proceedings.	
5	Matters Arising	Further to the action points in the previous minutes, the updated high needs funding (HNF) information has been uploaded to GovernorHub and the school has been able to draw down additional funding. All HNF information for next year has been included in the 2021/22 budget to be circulated to Governors before the next meeting.	
SCHOOL DEVELOPMENT			ACTIONS
6	Head Teacher Report	The Head Teacher Report was circulated in advance of the meeting. Q1: There is reference to 77 children but there are only 74 confirmed admissions for Year 3? R1: There are a further 3 children who have requested a place and it is bureaucratically simpler if they join after the 12 th July when they no longer need to go through the KCC admissions process. The school would normally take around 90 children but there is a lower intake this year which will result in a £26k shortfall in the budget. In addition, there are 4 HNF children who are either moving to other schools or on to specialist	



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		<p>provision at the end of this year and this will result in a drop in funding of £36k. This will have an impact on staffing. SLT are reducing their hours with JB going down to 3 days a week and RH going down to 4 days a week.</p> <p>Q2: This discussion was deemed confidential and recorded separately.</p> <p>Q3: This discussion was deemed confidential and recorded separately.</p> <p>The Head provides a very comprehensive report every term but this takes up a lot of time writing a report every 5 weeks when there is not necessarily significant amounts of change to report in such a short period. The NGA recommend the more standard practice of issuing only 1 seasonal term report, with verbal updates at interim meetings. Across the Trust, there are varying approaches to HT reporting. In some schools, particularly where there is a demand to improve standards, the Head continues to submit a detailed report every term. In other schools, the Head provides 1 written report every seasonal term and interim meetings are an opportunity for Governors to receive reports from phase / subject leaders or to invite staff to present to them in person at the beginning of the meeting instead. Some schools also have Committees to review Finance & Resources or Learning & Development activities around the school which helps to decrease the reporting burden on the Head but maintains a high level of scrutiny and oversight by the Governing Body.</p> <p>The Governing Body APPROVED the decision for the Head to report on a seasonal termly basis moving forward.</p> <p>ACTION: The LGB to consider whether they should continue with a circle model or whether they should split into Committees for 2021/22.</p> <p>The updated School Improvement Plan was circulated in advance of the meeting and there were no further questions.</p>	CHAIR
7	Data	<p>Governors noted the data is looking encouraging in Combined and in-year progress. The second lockdown did not have as much of an impact as the school had expected. Attainment at the moment is predicted to be 72/73% and if it had been a normal year, it would have been closer to 82%. The remote learning was clearly good enough to sustain progress. PiXL testing will take place next week and Year 6 will be sitting SATs tests [for internal review only]. Writing seems to be the biggest issue.</p> <p>The school has had very successful engagement with the NTP (national teaching programme). The teacher is now in place and having a real impact on the children working with her. It has recently been agreed that funding will continue into 2021/22 and we will retain the same teacher. The programme provides a top up fund (of around 70%) for the costs incurred by the school. The children are receiving interventions delivered by a highly skilled teacher who knows the curriculum very well. She works closely with JB and provides daily feedback on all the children in her care. Each child has a 15-week programme of support. The impact is already being felt and children who were on the cusp of certain</p>	



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		<p>standards, are now secure. All teachers across the school are linking well the NTP tutor and they share planning and goals for all children. The interventions then feedback very well into the core lessons in the classroom. Children who receive support were identified through diagnostic testing which all children had when they returned from lockdown. The Governing Body thanked JB for all her efforts in making this programme a success for the school.</p>	
<p>8</p>	<p>Governance Matters</p>	<p><u>Governor Monitoring Policy</u> The monitoring policy was circulated as there are a number of new governors and this document will help us understand what we need to do and how we need to do it. The monitoring policy was agreed and formally adopted by the LGB.</p> <p><u>Governor Monitoring Reports</u> Since the last meeting a safeguarding monitoring visit was completed by AL which found no real issues. The monitoring report was circulated to the LGB in advance of the meeting. Governors noted DSL training is due and safer recruitment training will be carried out by AL. CD and AR are already safer recruited trained. A check of the SCR evidenced all staff records are up-to-date but there are some details still outstanding for our new governors and the office team is in the process of collating this data.</p> <p>ACTIONS:</p> <ul style="list-style-type: none"> • JF to contact the school to resolve her school email issues. • PS - Maths monitoring will be deferred to next term. • AR to monitor the budget position on Thursday 10th June (pm) and will provide monitoring coaching for TS. • Governor safeguarding training is required for our new governors and will be arranged by the HT. • JF to do PREVENT and safeguarding training. • AL – to resend PREVENT certificate to PS. • RM – has completed the PREVENT training but needs to provide the certificate to PS. • A new governor's induction will take place after 21st June (subject to no further government announcements). <p><u>Notes of Visit</u> Governors received reports in relation to visits from WS and SM, and noted both reports are very positive about the school. WS will be back in July to talk to the children and follow on the reading thread discuss in her report. SM will come back to observe teaching. AW visited to give an update on the pilot inspection at Reculver and how to prepare for deep dives, curriculum intent. The governors at Reculver felt they had a really tough time and inspectors particularly drew out</p>	<p>JF PS AR HT JF AL RM ALL</p>



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		<p>the level of monitoring during lockdown – there was an expectation that there should have been zoom monitoring.</p> <p>CD has registered for inspector training. From September, Covid should be completely ignored. Going forward, there will be a need to focus on what the school is currently doing and a sharper focus on personal development. Schools can expect a deep dive around science. HT was told to make references to covid in the SEF.</p> <p>Governors commend the school for the positive reflections in WS report. ACTION: PS to contact WS to arrange for training for the Governing Body to prepare them for inspection.</p> <p><u>Exclusion Panel</u> Membership of the EP was agreed as: CD, AR, PS. ACTION: Clerk to circulate the exclusion training link to governors.</p> <p><u>Pay Committee</u> Membership of the PC was agreed as: AL + AR</p> <p><u>Scheme of Delegation</u> The SoD has been updated and reflects the changes required in relation to a community school joining the Trust. ACTION: Governors to read the link circulated by NM and provide feedback as appropriate.</p> <p>Governors noted JF's term of office ends in August and she will not be continuing for another term. The LGB thanked her for her tireless commitment to the school and the LGB over the last 4 years.</p>	<p>PS</p> <p>CLERK</p> <p>ALL</p>
9	<p>Training & Development</p>	<p>RM has completed his DBS and awaits the issue of the certificate.</p> <p>ACTIONS:</p> <ul style="list-style-type: none"> • Register of B&PIs, Code of Conduct and KCSIE to be circulated to all new Governors who must action on GovernorHub before the next meeting. • KCSIE – AL and ELP confirmed this has been actioned. Clerk to update GovernorHub. • Clerk to collect PREVENT information from the SCR for staff members and update GovernorHub. 	<p>CLERK / ALL</p> <p>CLERK</p> <p>CLERK</p>
10	<p>Finance</p>	<p><u>Budget Update</u> The 2021/22 budget is in the process of being finalised by the Aquila central team. The HT has reviewed draft copies and queried some pay changes as the Teachers Pay and Conditions Document has been updated and all teachers will</p>	



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		<p>be moving to main scale points rather than Aquila pay ranges. A review meeting is scheduled for 27/05/21 at 4.30pm.</p> <p>A key issue is that previous budgets expected 90 children to join in Year 3 but the numbers from the main feeder school numbers are much lower this year. Primary schools have opened in Chilmington and Finbury which means there are additional places available around Ashford. Consequently, Downsview is not a likely to reach these numbers in the long term. Governors need to be aware there could be some difficult decisions ahead.</p> <p>Further up in the school, some classes have gone over PAN to offset the financial loss of a reduced Year 3 class. The school also has 3 more in year admissions expected from other schools. Parents are opting to go to schools where they go through from Year R to Year 6. The website video is really well done and everyone is doing their best to promote the school as much as possible.</p> <p>Governors are mindful there will also be a Free School due to open in Big Burton. Furthermore, it is quite common factor for a number of Year Rs in schools locally to be at lower numbers than previous years, as Ashford no longer has any bulge numbers in its primary numbers. The school may need to consider reducing PAN if needed.</p> <p><u>Capital funds</u> The canopy across the playground is beginning to rust and is useless in windy / poor weather. Capital funds will be used to repair it and add sides to it to provide protection from the rain in the winter. The school house windows will also need to be replaced.</p>	
ANY OTHER URGENT BUSINESS			ACTIONS
11	Any Other Business	<p>ACTION: 2021/22 Governing Body Meeting schedule to be confirmed next meeting.</p> <p><u>Revd E. Lanchantin-Piggot</u> Today marks the final meeting for Revd Eve who is to retire after 5 years on the Governing Body. The children always enjoy seeing you and coming to the church. The HT thanked her for making a real mark in the school and being a special part of our community. She also expressed her personal thanks for her Love and care, and for keeping the team going in some difficult times. She will be very missed. The Governing Body thanked her for her commitment to the school and the work of the governing body; and wished her a very happy retirement.</p>	CLERK
12	Confidentiality	Elements of item 6 was deemed confidential and recorded separately.	



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13	Date of Next Meeting	Tuesday, 20 th July 2021	
14	Closing Reflections	The Governing Body thanked all staff for their continued hard work and dedication to the school and the children in our care.	

There being no further business the meeting closed at 18:20.

Signed:
Chair of the Governing Body

Dated: