



*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, 30<sup>th</sup> March 2021 at 5pm.

Governors Present:                   **Mrs. A. Locke** – Chair (AL)  
   **Mrs. L. Seal** – Head Teacher (HT)  
   **Mr. P. Sibbald** (PS)  
   **Revd E. Lanchantin-Piggot** (ELP)  
   **Mr. C. Dale** (CD)  
   **Mr Roger Mellhuish** (RM)  
   **Mrs. J. Flaherty** (JF)

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

Clerk:                                       **Mr. N. Morgan**, Clerk

PROCEDURAL MATTERS			ACTIONS
1	<b>Welcome and Prayer</b>	The Chair welcomed all attendees to the meeting and ELP led the Governing Body in prayer.  AL welcome RM as a new member of the LGB	
2	<b>Apologies</b>	Apologies were received and accepted from Mrs. R. Harris and Mr. A. Rogers	
3	<b>Declarations of Interest</b>	There were no declarations of interest relevant to the agenda and no updates to the Register.	
4	<b>Minutes of the Previous Meeting</b>	The minutes from the previous Governing Body Meeting held on 12 <sup>th</sup> February 2021 were agreed as a true and accurate reflection of proceedings.	
5	<b>Matters Arising</b>	<p>ACTIONS FROM THE LAST MEETING:</p> <ul style="list-style-type: none"> <li>• <b>SENCO to explore top-up funding opportunities and report back at the next meeting.</b> This was investigated and the SENCO had been able to secure £5260.77 of additional funding.</li> <li>• <b>Clerk to add information from CD, ELP and RH and circulate in advance of the next meeting.</b> This has been updated and completed</li> <li>• <b>HT to circulate meeting dates to Governors.</b> The May meeting will need to be changed based on the data not be in available. This was agreed and the new date will be <b>25<sup>th</sup> May 5 pm.</b></li> <li>• <b>HT to circulate the Note of Visit at the next meeting.</b> This was actioned and circulated before the meeting.</li> <li>• <b>Add “an introduction to governance” paragraph to the webpage.</b> This has been actioned</li> <li>• <b>Chair to add a welcome / introduction letter to the webpage.</b> This has been actioned</li> <li>• <b>Learning Link to be recirculated and Skills Audit to be provided to PS.</b> This was actioned and completed.</li> <li>• <b>Responses to the questionnaire regarding remote learning to be circulated at the next LGB meeting.</b> This has been sent and circulated</li> </ul>	



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		<p>with discussions around the responses to be had later in the meeting.</p> <ul style="list-style-type: none"> <li>• <b>The Chair to send a letter of thanks to all staff from the LGB.</b> This has been actioned via a visit staff meeting</li> <li>• <b>Clerk to recirculate usernames and a user guide on setting up their emails in 365.</b> This was circulated but some governors are still struggling to access the information. Governors may require further support from BcTEC</li> </ul>	
SCHOOL DEVELOPMENT			ACTIONS
6	<b>Head Teacher Update</b>	<p>The HT report had been circulated in advance with governors invited to ask questions</p> <p><b>Governors noted that the broadband was in the process of being updated and CD offered a view on whether additional grants could be available for the school's ICT provision via government funding.</b></p> <p>The clerk advised that this is unlikely given that the school did not change broadband via the national broadband schemes provided to other schools. HT advised that steps had already been taken using the school's budget to ensure they were prepared to use the new faster line once it was installed.</p> <p><b>Governors asked whether appropriate filtering and the firewall were in place to prevent ransomware and protect the school's system.</b></p> <p>The clerk advised that firewall and filtering were included in the new agreement. Anti-virus was not but most school machines will have pre-installed recognised antivirus. Providing this is kept up to date and staff aware of the risks associated with malware and how these can get into the school's systems then it should be sufficient for the school's needs.</p> <p>HT offered a view of the data</p> <p>Those children who were graded as developing were likely to meet the standard by the end of the year. Staff have been concerned about the likelihood of those children achieving expected but that is the case across other schools in the trust.</p> <p>SEN children have suffered the greatest due to the lockdown but progress has been good across the school since the return</p> <p><b>Governors asked about the progress of updated SIP.</b></p> <p>HT advised that this will be updated this week and will be assessed with subject leads, their associated data and action plans.</p>	
7	<b>Surveys</b>	<p><b>AR offered a comment in advance and noticed that staff outlined that they were tired from the survey and wondered what steps were being taken to support those that needed it.</b></p>	



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		<p>HT welcomed the comment and this was to be expected given their commitment during the recent challenges. HT was confident this would improve now the school is back to a more normal approach. The Easter holiday will also provide some much-needed rest.</p> <p><b>AR also noted that the responses to the parent survey were very positive.</b> HT advised this was in part due to the school's approach to remote learning this time around which offered live learning. This was included this time due to feedback from the previous lockdown.</p> <p><b>Governors asked what the school is doing to support staff wellbeing. Is anything planned?</b> All staff have been granted a well-being day. There is also a new marking policy that reduces time on marking. The same applies to the new assessment policy. Staff are not allowed to send emails on a Sunday and everybody must be off-site by 5:15 pm. The staff also have a training day booked which will focus on wellbeing. Staff meetings have also been looked at and will be no longer than an hour in the future.</p> <p><b>Governors asked about the pupil's reaction to the return to school and what support was offered for those that may have been concerned?</b> HT advised that there were not many anxious children with most wanting to and happy to be back in school. The children had been noticeably tired though and more in need of regular nutrition throughout the day. This news was welcomed given the positive impact this could have on the pupils learning.</p> <p>HT added that the parents have not shown many well-being concerns since the return either. All seemed happy for the children to be back in school and there is a great trust in the school staff.</p> <p>The school has risen to the challenges of the pandemic and have still provided an outstanding outcome.</p> <p>The governors congratulated everyone involved in the school for their actions this term and the parent survey shows just how supportive the parents are of the steps taken.</p>	
8	<b>Remote Learning Review</b>	<p>Senior Leaders recognised the challenges this time has offered to all involved in the school but staff have risen to the occasion and now feel better equipped to provide learning remotely now and into the future. For example, the school has had to exclude a child this term but learning has continued remotely rather than the costs associated with tutor-based approaches. Given the benefits found from using remote technology, the school will continue to invest in</p>	



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		<p>infrastructure to ensure remote learning can continue and be involved in the school's activities. Staff meetings for example can still be remote and governors could still engage remotely should they be unable to attend a face to face meetings in the future. The broadband upgrade should equip the school to use remote technologies in the longer term.</p> <p>Parents have supported the school's approach to remote learning this time around. The school had taken steps to change in light of feedback after the previous school closures and this ensured that there was a mix between teacher lead learning and homeschooling. This was appropriate to the needs of pupils who enjoyed seeing their teachers and peers and parents were able to better manage their work commitments with homeschooling also.</p> <p>Whole school worship continued and this along with the regular contact with staff ensured that pupil wellbeing was much better this time around. The whole school community continued but in a remote setting.</p>	
9	<p><b>Governance Matters</b></p>	<p>There had not been any governing body reports this term due to the return of pupils although AL did attend the school for an initial visit and the report will follow. It was a positive visit to see staff and pupils. The school atmosphere was positive. The Single Central Record was monitored and it was noted that some governor DBS checks were still outstanding and will be actioned as a priority.</p> <p><b>Action = SLT to arrange DBS checks for all remaining governors and to update the Central Record with the trust held records where appropriate.</b></p> <p>Safer recruitment training was needed for some members of the LGB also and governors were reminded of the need to undertake this if they had not already done so.</p> <p><b>Action = Governors to undertake Safer recruitment Training</b></p> <p>Monitoring priorities for term 5 were allocated as follows</p> <p>Numeracy = PS term 5          Literacy = RM term 5          SEND = JF term 5          Safeguarding = AL Term 5          RE = ELP term 6          Student voice = JF with AL term 6          Pupil Premium = JF term 6</p> <p>HT advised governors should liaise with subject leads remotely first to see the action plans, get a focus for monitoring and build an idea of questions for the visit. AL recommended The Key and NGA support governors with their questions during visits.</p>	<p>SLT</p> <p>All Governors</p>



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		<p>Note of Visit from School Improvement Partner (SIP) was welcomed by the board. The visit had been during a pupil progress meeting and was positive as the schools could demonstrate how well it knows its data. A pre-Ofsted visit has also been arranged with another SIP within the trust which will take place in term 5.</p> <p>PS offered an overview of governor training and development. There will be a regular meeting between him and AL to get a focus on Governor training and the needs of the body as a whole. It was recognised that governors may have undertaken some training in the past but any records could not be found. PS asked for all future certificates to be sent to him to ensure this is recorded. Safeguarding and Prevent training was needed for all governors by the end of April.</p> <p><b>Action = Governors to undertake safeguarding and prevent training where they had not already done so this year.</b></p> <p>The skills matrix offers a good mix of skills but there are some noticeable areas for improvement either as individual governors or as a collective.</p> <p>Governors noted the induction training due to take place 20/04/2021 and the clerk encouraged anybody that wanted to attend to sit in on that.</p> <p>The clerk highlighted that there is Finance training on 13<sup>th</sup> May also and AL encouraged all governor to attend this.</p>	<p>All Governors</p>
<p><b>10</b></p>	<p><b>Finance</b></p>	<p>The school's financial situation is healthy with a rollover of £79k Some staff had left the school and these posts had not been advertised given the pandemic and the need for additional financial prudence. Some of these will be advertised but once the time is right.</p> <p>There have been some maintenance issues which have meant overspend on some headings and this will continue for this year on any maintenance issues. At the end of the year once a clearer picture of the annual budget spend has been made for maintenance the HT will liaise with the Site Manager to assess what budget might be needed next year allowing this to be based on an understanding of the site and future projection.</p> <p>There is a shortfall in pupil numbers for this year and so the school was acting with caution in terms of its budget position. A smaller cohort in the feeder school has meant lower numbers coming over but other years will be full.</p> <p><b>Governors asked about the birth rate in the area and whether that will impact future cohorts.</b></p>	



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		<p>HT advised that there wasn't a clear picture on birth numbers but there isn't a trend to speak of. This was a one-off in the feeder school and the years below are at PAN. All other schools are full in the area.</p> <p>Governors felt that with the rollover position it was safer to have the lower numbers in that year group now compared to future years.</p> <p><b>Governors asked about the feeder schools remote learning approach and whether this would impact the assessment of the children joining the school community.</b></p> <p>The school worked closely with the feeder school and while the approach was different, it was no less beneficial to the children of the school. Support was offered where necessary and the relationship between the two schools is strong.</p> <p>The remote learning and the transition arrangement this year have proven very beneficial.</p>	
ANY OTHER URGENT BUSINESS			ACTIONS
11	<b>Any Other Business</b>	<p><b>Governors noticed that some school signage needed to be updated with the HT details in some places.</b></p> <p>The school had been updating its signage rather than replacing it and will investigate the possibility of ensuring this is updated.</p> <p><b>Action = Assess all school signage and ensure this is correct with the most up to date information.</b></p> <p>While the signage was a way of promotion, the school has investigated other options such as a video that will be on the school website. The school is winding down the use of social media to a wider community and instead utilising more parent-focused communications methods.</p>	HT
12	<b>Confidentiality</b>	No items were deemed confidential	
13	<b>Date of Next Meeting</b>	25 <sup>th</sup> May 2021 5 pm	
14	<b>Closing Reflections</b>	AL thanks governors for their contribution and to the SLT for their work this term	

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

Signed: .....



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Chair of the Governing Body

Dated: .....