



Minutes of the meeting of the Governing Body held on Thursday 12TH May 2016 at 4.00 pm.

Governing Body:

(+)David Barter	DB	Chair
(+)Judith Langley	JL	Head
(+)Charlotte Morley	CM	Co-opted Governor, Vice Chair
(+)Gavin Price	GP	Co-opted Governor
(+)Geoff Evans	GE	Co-opted Governor
(+)Beverley Harding	BH	Partnership Governor
(+) Jenny Tuck	JT	Co-opted Governor
(-)Simon Goldsmith	SG	Parent Governor
(+)Philip Goddard	PG	Parent Governor
(+)Graham Rudd	GR	Parent Governor
(-)Jodie Walters	JW	Staff Governor
(-)Martin Sands	MS	Local Authority Governor

In attendance:

Jennie Morgan	JM	Clerk to Governors
Katie Clark	KC	Bursar

	TOPIC	ACTION
1	APOLOGIES FOR ABSENCE Apologies were received and accepted from Jodie Walters and Martin Sands.	
2	DECLARATION OF INTEREST None.	
3	CONSTITUTION OF THE GOVERNING BODY Vacancies: Link Governor Partnership Governor	
4	MINUTES The minutes of the meeting held on 17 th March 2016 were approved and signed.	

5	<p>MATTERS ARISING FROM THE MINUTES OF 11 FEBRUARY 2016</p> <p>Work experience will be added to the agenda for 30th June.</p>	JM
6	<p>CHAIR'S ACTION</p> <p>This will be covered in Part 2.</p>	
7	<p>LETTINGS</p> <p>KC attended to speak about lettings. GE told governors that there were two companies; SLS and SchoolsPlus, and a meeting took place on 26th April. Both companies were quite professional and the consensus was that both could do a good job. SLS seemed to have a little more to offer Kings, and were more proven. Both have relevant insurance, security and staff.</p> <p>SLS are offering a 70/30 split of profit.</p> <p>SchoolsPlus are offering a 50/50 split of gross.</p> <p>SchoolsPlus are offering a guaranteed £35,000 but profit is currently £50,000.</p> <p>KC has looked at references and spoken to a few schools who currently outsource lettings, including the Harris Academy Trust who use SchoolsPlus.</p> <p>There is a risk with both companies dependent on who they appoint on the ground.</p> <p>Trinity School used SchoolsPlus then changed to SLS 3 years ago. Income increased significantly but it is worth noting that the increase was from £5,000 to £12,000. Their feeling was that SLS was younger and more dynamic.</p> <p>GP noted that SLS had shown due diligence and identified areas where Kings could improve take up based on local area research.</p> <p>The contract would be for 3 years with a 3 month get out within the first year for either side, it would be the first school in this area for both companies. In practical terms it would take a lot of time away from the site team/KC.</p> <p><i>Governors asked, based on the 70/30 split, if the company will control costs.</i></p> <p>School replied that operating costs consist mainly of the people onsite and that once appointments were made the picture would be clearer.</p> <p><i>Governors asked how many staff would be appointed.</i></p> <p>School replied that it is likely to be a pool of 6 staff, as they will be open 7 days a week, plus a manager allocated to Kings contract.</p> <p><i>Governors asked if they will operate during school hours.</i></p> <p>School answered no.</p> <p><i>Governors questioned insurance.</i></p> <p>School replied that the companies carry insurance against anything that happens while they are in charge. KC has also spoken to the insurance team at SCC.</p> <p><i>Governors queried if staff would have DBS checks.</i></p> <p>School affirmed this and noted that they also have a Child Protection Liaison Officer.</p> <p>The team who looked into the contracts recommends that the Governing Body go ahead and appoint SLS, it will take around 10 weeks so they will begin operating in August/September.</p>	

	<p><i>Governors asked for verification of the value of the contract.</i> School responded a notional value of around £93,000 <i>Governors queried that we should have gone to 3 companies to tender.</i> School replied that three were invited to tender but one declined. <i>Governors commented that we have complied with our own policy.</i></p> <p>The next step is to invite them in to sign the contract and deal with the existing lettings. They will not dictate costs. <i>Governors asked if the possibility of disruption was mentioned to them.</i> School said yes, and that they recognise this will happen in a school.</p> <p>DB proposed that the contract was signed with SLS and JL seconded.</p> <p>DB can sign subject to legal review.</p> <p>KC left the meeting at 4.20pm</p>	
<p>8</p>	<p>CDP PRIORITIES</p> <p>From Ofsted two strands were identified; closing the gap for disadvantaged, progress and attendance. Much work done and progress observed in tracking. In some years there are no gaps. Homework system needs to differentiate to challenge the more able students, and there needs to be higher order questioning. There is a congruence between Ofsted's findings and our SEF. Both strands will appear in the CDP. <i>Governors noted that the key word is 'challenge'. In every area and also that the middle cohort should not be forgotten.</i> JL notes that we are raising the bar for all, and commented that Ofsted often mentioning questioning in schools that are not outstanding!</p>	
<p>9</p>	<p>SEF 2</p> <p>This has been primarily informed from Term 2 data. We are still judging ourselves as good. Teaching is strong and improving, tracking suggests learning and progress is good. <i>Governors asked if this is then stating that 96% are good or outstanding lessons</i> School answered that 3 times a year, when lessons are judged, Faculty Leaders are reporting 96% of teachers as good or outstanding. <i>Governors queried if observations are pre planned.</i> School responded that Learning Walks are not pre planned and that if you look at what Ofsted saw, they reported the quality of teaching to be good. School suggested that the % figure could be removed. <i>Governors commented that they would be wary of quoting figures. More recently, judgements have been taken out and it might be wiser to use looser phrasing next time.</i> School agreed. <i>Governors asked how you make it SMART.</i> School replied that it does not have to be, it needs to fit what Ofsted wants.</p> <p>JL continued to speak regarding the SEF noting that progress and learning will be taken to Teaching and Learning. Judgements are being made through line</p>	

	<p>management meetings. Teaching and Learning meetings are more about how we share good practice.</p> <p>Assessment, Marking and Feedback There are issues with the new assessment levels in Year 7 but it was pleasing to note that Ofsted observed good practice in marking and feedback. Homework needs to be more developed especially differentiated homework for more able students. <i>Governors asked if Heads of Faculty monitor marking and feedback of homework, and if so we may want to add that they do this too.</i></p> <p>The star reader programme has been successful in raising reading ages. The LRC Manager's report can be found in the leadership report. Thirst for knowledge – we are fortunate to have staff engendering their love of their subject. <i>JT noted that she has started doing Inclusive Values visits and would like to book some time with JL to look at this useful tool for Kings.</i> JL and JT will speak next week</p> <p><i>GR commented that as a parent, he has been hearing about history lessons, specifically Hitler's pressure techniques, and that it is both novel and positive that children are coming home and talking about this.</i> <i>PG has also been told by his children about the same subject, the air raid siren going off, and having to get under the desks, bringing history to life. He notes that the students love it and are learning well through these techniques.</i></p>	<p>JL/JT</p>
<p>10</p>	<p>CHAIR / VICE-CHAIR APPOINTMENT</p> <p>DB suggested a self-nomination process was used with all nominations to be sent to JM by 23rd June 2016. He suggested that there was a natural candidate in CM for the position of Chair, and she has given a great deal of thought to taking on the role for the next 12 months with a strong Vice Chair looking to develop into the Chair role.</p> <p>JM will send an email and a subsequent reminder for nominations.</p>	<p>All</p> <p>JM</p>
<p>11</p>	<p>COMMITTEES AND NOMINATED GOVERNOR REPORTS</p> <p>Resources Committee GE drew attention to the £450k allocated for window replacement and noted that somebody has been on site looking at the windows so this is imminent. <i>Governors asked if it covers redecoration</i> School replied that it covers some redecoration and noted that there are also some asbestos plugs in windows too. <i>Governors noted that Camberley Library was shut for three months to carry out similar work.</i></p> <p>GE also drew attention to the current financial situation being greatly improved by the falling rolls money. The budget will be in a healthy situation at the end of this financial year. The credit budget will be approximately £40k by the end of 2016/17, which brings a fully balanced budget forward to 2019 – an extremely encouraging development.</p>	

	<p><i>Governors noted that this is something we should all be proud of, and that it is amazing to secure the money for windows.</i></p> <p>Staff and Students Attendance and punctuality were discussed and the pastoral data dashboard was demonstrated, and has been rolling out since the meeting. There was an update on governor visits and reports on exclusions and performance management.</p>	
12	<p>CHAIRS' AND CLERKS' BRIEFINGS</p> <p>Chairs Briefing is mostly now irrelevant as due to changes in government policy. SCC have decided they are withdrawing school improvement funding from the end of this term. Whether this changes as a result of the academisation reversal remains to be seen. The academy agenda should still be looked at.</p> <p>Clerks briefing – The white paper Education Excellence Everywhere was discussed and a summary of this can be found in the Leadership Report</p>	
13	<p>LEADERSHIP REPORT</p> <p>The intake for September 2016 is now 153. There will be six tutor groups, we have staffed conservatively for this by asking part time staff to increase hours. <i>Governors noted the impact on the budget as being approximately £18,000.</i> School had spoken to the Chair of Governors and he understood but next year would need to be considered.</p> <p><i>Governors questioned how many in year students Kings normally receives.</i> School responded that we have had 42 in year admissions this year. School requested that governors agree to six tutor groups of approximately 25 students.</p> <p>PG proposed Governors agreeing to a 6 form entry CM seconded.</p> <p><i>Governors questioned if the Admissions Policy was being worked on.</i> School replied yes. <i>Governors noted that Kings can soon be more selective with In Year transfers.</i></p> <p>JL continued with her Leadership Report. The Strive for Excellence Programme was primarily put in place for more able students and is being led by our Learning Progress Coordinator. The feedback is that parents approve.</p> <p>The English, Science and Maths reports celebrate what our faculties do outside the curriculum.</p> <p>The ILC will run for one more year and then be reviewed – it has an important role in supporting our more vulnerable students.</p> <p>KS4 – Tracking meets targets in the majority of subjects. KS2/3 work – There are considerably higher numbers coming in from the three schools we targeted last year. <i>Governors commented that one has gone down in number – Frimley C of E school.</i></p>	

	<p>Replied that she had spoken to the Head teacher at Frimley today and is continuing to pursue that relationship.</p> <p>JL circulated the intake numbers from primaries from 2008 to present and a map showing where the 2016 intake are coming from. <i>Governors noted that half of the intake is from less obvious places and therefore should not be subject to local area fluctuations as much.</i></p> <p>Leadership and Management are still grading themselves as good. Attendance has not reached the target of 95%. TB has been in post since December and has completed a report on the changes made and the impact of those changes, the full outcomes of which will be taken to Staff and Students in October.</p> <p>The assessment system will be run for Year 7 only and will be rolled out to Years 8 and 9 once any issues have been ironed out.</p> <p>Assistant head interviews will take place on 24/5.</p> <p><i>Governors noted the comprehensive Leadership Report and commented that there will almost definitely be a new white paper in the near future.</i></p> <p><i>JT said that she is involved in an exciting project on building resilience with SHLP. This is a 3 year project, starting with training Year 6 teachers and Year 7 tutors based on research from Brighton University. Once trained, Year 6 teachers will work in the last few weeks of term to build resilience in pupils coming up that we will continue in Year 7. The project is fully funded.</i> <i>CM noted that Windle Valley Youth Project has a fantastic reputation.</i></p>	
14	<p>GOVERNORS CONSIDERED WHAT HAD BEEN DONE AT THIS MEETING THAT HAS IMPROVED THE EDUCATION FOR THE CHILDREN IN OUR SCHOOL:</p> <p>Agreed to 6 forms of entry. Faces not numbers is strong within the school. Focus on CDP</p>	
15	<p>DATE OF NEXT MEETING</p> <p>30th June at 4pm to include drinks after and a buffet</p>	
16	<p>PART 2 BUSINESS</p> <p>On separate sheet.</p>	

Meeting closed 5.40 pm.

Signed:

Chair of Governors:

Date: