



# NORTH KIDLINGTON SCHOOL

Head Teacher: Gary Kemp

Chair of Governors: Mr. A. Leake

## Mission Statement

*North Kidlington School inspires and develops every individual to enjoy, achieve and succeed*

Minutes of the full Governing Board meeting held on Tuesday, 13<sup>th</sup> June, at 7.00 p.m. in the Community Room.

### Present

Tony Leake	Chair	Co-Opted
Gary Kemp		Head Teacher
Frances Miller		Co-Opted
Mike Ling		Co-Opted
Brenda Williams		L.A.
Alastair Hosier		Co-Opted
Alaric Rose		Parent
Jackie Garlick	Vice Chair	Co-Opted
Keri Dallimore-Gray		Co-Opted
James Purveur		Co-Opted
Ann Ling		Staff
Danielle Walker		Parent

In attendance – Christabel Ashby – Associate Member and Vie Peart – clerk

Declaration of interest – there were none declared

Confirmation of quorum – quorum met.

Tony asked the Governors if any training had been completed, please to let him know.

### 1. Apologies

Apologies were received from Lucy Grimshaw and Rob Selway. These were both accepted. No apologies were received from Sally Abbey

### 2. Minutes of last meeting – 2<sup>nd</sup> May, 2017

The minutes were then signed as a true copy.

### 3. Matters Arising

AP1 – Gary had forwarded the relevant paperwork to Tony and this is agenda'd tonight.

AP2 – SDP – agenda'd tonight and had also been discussed at the Strategy Group meeting – this will be covered in the Committee Reports agenda'd tonight.

AP3 – The Parent Questionnaire response had been send to Tony for his approval.

AP4 – Safeguarding Training – Governors reminded as above.

AP5 – A working party is to be set up in September, 2017 – this will be an agenda item for the September, 2017 meeting.

AP6 – Gary and Nina had contacted Alaric regarding the Health and Safety review – details of this covered later as an agenda item.

Signed ..... Date .....

#### **4. Code of Conduct – paperwork previously circulated**

Tony has adapted the NGA version of a code by attributing it to NKS and was proposing that should replace the existing NKS Code of Conduct. Tony drew the Governors attention to the Nolan Principles of Public Life that form part of the document and also highlighted the fact that its format reflects the six Principles of Governance that Governing Boards are required to follow. Brenda asked if there is an Oxfordshire LA one. Vie will check with Governor Services **API**

This board agreed that the NGA version be adopted pending Oxon’s reply.

#### **Governance Handbook – replaces the Governor’s Guide to the Law**

Tony has not printed this – it is available on line on the NGA website or DofE website. Governors should familiarise themselves with this document.

#### **A Competency Framework for Governors**

This document sets out the six principles in more details – it is also available on line on the NGA and DofE websites and again, Governors should familiarise themselves with this document.

#### **5. Head Teacher’s Report – paperwork previously circulated**

Gary drew the Governors’ attention to

- the growing number of children on role
- Attendance aim is 96% - NKS is currently 96.3%
- Authorised absences are improving
- Staffing changes – by Friday of this week NKS should have a full complement
- New website with effect from 1<sup>st</sup> July, 2017
- Parent Mail and Parent Page now up and running
- Site – work is ongoing
- Health and Safety audit was deemed excellent

Thanks to Gary for his comprehensive report

#### **6. Data Reports – paperwork previously circulated**

Raise on Line does not exist any more and there is no replacement yet. The Inspection Dashboard was annotated by Gary before circulation and Gary went through this data in great detail. He explained the data behind the strengths and weaknesses mentioned in the Dashboard. Governors were able to ask pertinent questions regarding this data and Gary spent a lot of time answering their queries. This document is the one that Inspectors will work to when they visit the school and it is important that Governors are familiar with it.

**The Internal Data Review Report** is the best information for Governors. It contains important progress reports and review data which is robust and follows intensive scrutiny on each individual child. Gary noted that NKS is blessed with good teaching **Self-Evaluation Summary Report** – This report is given to Inspectors before OfSTED. Governors should familiarise themselves with this report as they will be asked what the schools strengths and weaknesses are and it is important that Governors can answer this.

Brenda asked if Gary could highlight in advance what needs to be read when circulating the information as there is an inordinate amount of data to be digested

Governors have confidence in the management who provide and calculate this important information. The data is useful to staff who all receive the information. Gary and all staff were thanked for this important information.

Signed..... Date .....

## **7. Sports and Pupil Premium Reports – paperwork previously circulated**

**Pupil Premium** – Report evidences how the Pupil Premium is spent. At the end of the academic year, the final report will be available on the website.

**Sports Premium** – this very valuable funding is considered to be exceptionally good value for money. The North Oxford Schools Partnership are valued for their instruction and wide variety of competitions and coaching opportunities for the children and staff at NKS. They are rated as being in the top five in the Country. The Sports Premium is increasing next year but it is unclear how the money will be allocated. With this increase in funding, it is a necessity that all children do 30 minutes per day exercise. This will be onerous for teachers in recording and fitting into an already overloaded curriculum commitment.

Kerri was thanked for her report.

## **8. Committee Reports – paperwork previously circulated**

**Pay and Personnel** – meeting held on 26<sup>th</sup> May, 2017. At this meeting the committee ratified and determined the pay range for senior leaders and received a staffing update from Gary.

**Strategy Group** – meeting held on 11<sup>th</sup> May, 2017. The Governance section of the SDP was discussed and has now been included in Gary's latest edition which has been circulated to all Governors. The Governors Self Audit was also discussed. The NGA now name this the Skills Audit. There is concern that it may put Governors off (or possibly encourage them). It is an obligation that this Skills Audit should be completed annually. It was agreed that this be agenda'd for September 2017. **AP2**

**Curriculum committee** meeting on 15<sup>th</sup> May (no minutes circulated yet) discussed the Sex and Relationships Policy. FGM was discussed in great detail and how this should be presented to the children. The school nurse was invited to come in to school and the Power Point presentation was sent to the school prior to the meeting. It was considered too graphic for vulnerable children so Female and Male circumcision was discussed with the children. All parents are informed of the Sex Education and are invited to speak to the class teacher before the presentations. Up to date PSHE resources are to be presented to the curriculum committee and Nathan Hunter, PSHE Leader (Year 3-4 teacher) will be invited within the next academic year to discuss. **AP3**

Oxfordshire Safeguarding Children Board have circulated information regarding websites and APS which are causing concern at a national level that all staff should be aware of.

## **10. SDP**

This agenda item has been covered previously under Agenda Item 8, within the Strategy Group notes

Gary and Tony will attend a meeting on 30<sup>th</sup> June with GHS Head and Chair of Governors to discuss the feasibility of a local academy, also to include EF School. Locally, this seems a good way forward. Brenda informed Governors of a meeting to be held on 29<sup>th</sup> June at NKS which she urged Governors to attend if at all possible. She will circulate the information. **AP4**

## **11. Academy Status**

A working party is to be set up in September 2017. Volunteers are requested – a maximum of six please, as discussed at the Strategy Group meeting on 11<sup>th</sup> May.

Signed..... Date .....

## 12. Health and Safety Audit

Thanks to be extended to Gary and Nina for an excellent audit. There is only one area of concern which appears to be incorrect. Gary will query. **AP5**. Vie will circulate the report **AP6**

Gary advised Governors that the schools evacuation point in case of a critical incident has been changed to Exeter Hall. He also noted that a few children are concerned regarding safety following the latest terrorist attacks. Staff are reassuring them by informing that they are as safe as they can be and the last two incidents have not been in a school. Teachers do all they can to keep them safe in this environment. All personnel and visitors must wear an ID badge so that children are reassured. Staff are also emphasising that not all Muslim faith people are going to cause harm.

Love will conquer – this is the theme following the recent attacks it gives confidence to the children.

Tony thanked everyone for their commitment to this Governing Board. He thanked James for his input and wished him well in his new venture in Brighton. James said he was leaving reluctantly but feels it is the right thing for his career and his life.

The meeting concluded at 8.53 pm

The next meeting is on 19<sup>th</sup> September, 2017

14<sup>th</sup> June, 2017

AP1 – Vie to check with Governor Services whether there is an Oxfordshire LA Code of Conduct.

AP2 – Agenda September 2017 – Skills Audit

AP3 – Nathan Hunter to be invited within next academic year to discuss PSHE resources

AP4 – Notification of meeting on 29<sup>th</sup> June, 2017 to be circulated to all Governors

AP5 – Gary to query the one issue of concern on the Health and Safety Audit report

AP6 – Health and Safety audit to be circulated by Vie

Signed ..... Date .....