

**KING EDWARD VII SCHOOL
MINUTES OF FULL GOVERNING BODY MEETING
HELD REMOTELY**

**Tuesday 22 September 2020
5.30pm – 7.30pm**

PRESENT:

Peter Dickson, Chair of Governors (PD) Verity Kemp, Vice Chair of Governors (VK) Linda Gooden, Headteacher (LGO) Michael Williams (MW) Clare Allison (CA) Huw Parker, Deputy Headteacher (HP) Honey Smith (HSm) Heather Stewart (HS) Mike Heselton (MH) Will Giles (WG), Sue Hammersley (SH) Samantha Bailey (SB)	Emma Titterington-Giles (ETG) Kate Williamson (KW) Michael Davison, Business Manager (MPD) Tzameret Rubin (TR) Simon Cooke, Assistant Headteacher Key Stage 5 (SJC)
---	---

IN ATTENDANCE:

Jo Jackson, Clerk to the Governors

No.	ITEM	ACTION
1.	Apologies for Absence (received) N/A	
	Absence (apologies not received): N/A	
2.	Declaration of any Pecuniary Interests relevant to this agenda and to ensure the register of pecuniary interests for all Governors and Staff is up to date	
	Governors were asked to declare any pecuniary interests: Site security: HS said that as she is employed by Capita Delivery Services, which is associated with part of the site security project; she will not contribute on this item.	
3.	Conduct of meetings 2020-2021 – virtual?	
	All agreed to continue with virtual meetings for the remainder of the School year.	
4.	Confirmation of the minutes of the previous meeting and report on matters arising from the minutes on 7 July 2020 - decisions and information	
	The minutes were agreed as a true record.	
5.	Review of the Governing Board: membership/vacancies; recruitment, representation and the next steps; roles	
	VK said a new governor may join the meeting to observe, with a view to joining the Governing Board. VK will speak to LGO about succession and ensuring a good range of skills are available from the forthcoming recruitment to the Governing Board. LGO, PD and VK will discuss this at the next strategy meeting.	VK, LGO, LGO, PD, VK

6.	Headteacher’s Report including a COVID-19 and School opening update	
	<p>VK said she and governors are conscious of the incredible effort put in by LGO and LT members in starting off the new School year. Governors acknowledge the effort, both mental and physical.</p> <p>LGO introduced her thirteenth Headteacher’s report. Key points included:</p> <ul style="list-style-type: none"> • LGO is pleased with the number of students enrolled into Year 12. • The impact of COVID-19 on young people. • LGO is pleased that the School moved to online learning at the time that it did – this meant that students could continue with their learning. • The appropriate equipment has been purchased to support online learning. Webcams and visualisers have been purchased. Positive feedback has been received from tutors. • The Post 16 strategic group will be reconvened. • The School is looking at how it can create the additional capacity to run additional sessions for students after School – tutoring programmes. Staff prefer to deliver the sessions themselves. Looking at Action Tutoring and other programmes as well. • The security gates have not been installed yet – there are reasons for this (delays in obtaining materials for the building industry etc). • Cashless catering has been introduced at the Upper School site. • The new staff absence management system has been implemented (SAM). • The safeguarding report is 64% complete. Keeping children safe guidance has been updated for September 2020. C Jackson (Assistant Headteacher Inclusion) delivered a session on safeguarding at the 1 September 2020 training day and flagged up some of the changes to the document during that session. C Jackson will deliver a further session to staff. A safeguarding session will also be delivered to governors. <p>LGO invited governors to ask questions on her report to the Governing Board so far. Governors were satisfied with the information provided by LGO.</p> <p>VK said it was very concerning to hear (in the media) about the amount of abuse and harm that has taken place at home during lockdown so it would be good to see a focus on this as part of safeguarding and keeping children safe in education.</p> <ul style="list-style-type: none"> • KS4 results: LGO said she was delighted with the results and praise goes out to students and staff for their tremendous resilience displayed throughout this process. LGO also expressed thanks to curriculum leaders for producing the centre assessed grades using a rigorous process. • KS5 results: excellent too; praise for students and staff. • Student attendance: there were some concerns that students would not return in September; attendance was above 97% for most year groups. LGO spoke to a number of students on their return to School and some who felt nervous and anxious were excited at getting back to School and being back with friends. <p>Governors were invited to ask questions on the section on COVID-19 with the Headteacher’s report. LGO and HP responded to them.</p>	<p>PD, VK, LGO</p>

7.	To adopt and confirm the Governing Board Code of Conduct – NGA Revised Edition 2020	
	Governors agreed to adopt this document.	
8.	Key Stage 5 results 2020 – presentation	
	<p>SJC gave a presentation including an explanation of the data, key headlines, destinations, popular courses and challenges moving forward</p> <p>SJC invited questions from governors.</p> <p>Governors were satisfied with the information provided by SJC.</p>	
9.	Key Stage 4 results 2020 – presentation	
	<p>HP gave a presentation and an explanation of the data and key headlines contained within the Headteacher’s report. Grades will not count in next year’s performance tables. Laptops have been issued to students in Year 11. There is no provision for this in Year 10 currently. The School has signed up for a scheme regarding this and will then continue to work from Year 10 downwards in trying to obtain laptops.</p> <p>PD asked what the likelihood was of exams taking place next year?</p> <p>HP said the School does not know the answer to this yet. Trial exams will run as normal in November for Year 11 students and for Sixth form students in January 2021. This will provide concrete data should exams not happen next summer. The exams will take place within bubbles so they can be organised safely.</p>	
10.	Reports from Governors’ Committees:	
	<ul style="list-style-type: none"> • Curriculum and Performance Committee – Wednesday 16 September 2020 	
	Reports were received by the Governing Board.	
11.	Any Other Business	
	<p>Governors had no other business to discuss.</p> <p>LGO asked governors to email any items they would like to be placed on future full Governing Board meeting agenda to JJ, LGO, VK or PD.</p> <p>The observer was unable to join the meeting today.</p>	
	<p>Meeting closes 7.30pm</p> <p>Date of next meeting: Tuesday 24 November 2020</p>	