

KING EDWARD VII SCHOOL
MINUTES OF THE FULL GOVERNING BOARD MEETING
Venue: Library, Upper School, Glossop Road
Tuesday 28 January 2025, 5.15pm – 7.15pm

PRESENT:

<ul style="list-style-type: none"> • Peter Dickson, Chair of Governors (PD) • Linda Gooden, Headteacher (LGO) • Louisa Warde, Deputy Headteacher (LAW) • • Emma Titterington-Giles (ETG) • Michael Williams (MW) • Donna Ellerby, Business Manager (DE) 	<ul style="list-style-type: none"> • Rachael Galletly (RG) • Farhan Aziz (FA) • Kate Williamson, Vice Chair of Governors (KW) • Malik Refaat (MR)
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No.	ITEM	ACTION
1.	Apologies for absence	
	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	
	None declared.	
3.	Confirmation of the previous meeting and report on matters arising from the minutes on 26 November 2024	
	<p>Election for new parent governor: LGO said the School went through its due process for the election and has appointed Mr Ahmed Mohamed as parent governor. Mr Christopher Hood will be joining the GB as a co-opted governor. Mr Marcus Brown (Data Manager at the School) has also been appointed as Co-Opted governor. All three will be invited to attend the next Full Governing Board meeting in April 2025, following their full induction.</p> <p>PD informed the Governing Board that Parveen has now resigned. Following the above recruitment, the Board should now be up to its full compliment.</p> <p>The future of King Edward VII School: the educational landscape: Last Friday governors were asked to complete a googleform in response to LGO's request prior to attending a DfE round table discussion at Learn Sheffield on Collaboration in the School System. LGO gave thanks to all who had given their input. LGO attended a meeting at Learn Sheffield and representatives from the DfE also attended. It was a very good and positive meeting. Also attended by Local Authority Headteachers (primary schools). There was a strength of feeling of Local Authority schools. Key points raised were raised. Ministers are in the process of gathering evidence to inform what their options may be going forward. The current government is looking to implement a system that is rooted in partnership and collaboration. There are no expectations that schools are going to be forced to join one structure or another. There has been a significant political and ideological shift. The Secretary of State is focused on inclusion and equity; focus on quality, outcomes and the methods to achieve this. The Bill going through parliament is really interesting and this was discussed. The main thrust of the meeting focused on federations as a model which has not been in the forefront, as the previous government did not present this as an option. Many schools are federated and there is an option to de-federate if this does not suit. With a MAT this is harder to do.</p>	

4.	Governing Board's Action Plan, linked to the School Improvement Plan 2024-2025	
	This was discussed and reviewed; alignment to School Improvement Plan. Plan was RAG to reflect progress. Further work.	KW, PD
5.	Governing Board's visits to the School for 2024-2025	
	LGO has drawn up a schedule of School events/meetings etc for governors to be assigned to visit. FA said he can get involved in Health and Social Care or Business and Economics quality assurance. LGO to add behaviour and management to the template. JJ will circulate the report template for governors' link visits to School to governors. RG is happy to support the Year 6 Information Evening in June.	JJ RG
6.	Headteacher's Report	
	<p>LGO went through her report.</p> <p>ETG referred to the bill going through Parliament currently. Some extra things in it regarding looking after student wellbeing. ETG asked LGO if there was anything that she might expect to happen after the bill is passed, in terms of pressures on the School, monitoring new system etc? LGO said once the Bill is finalised she expects greater expectations on schools to ensure that appropriate support is in place for young people. The School is in a strong position already as LAW is the mental health lead for the School and is trained and works with external professionals to support the needs of students alongside existing support. The focus is already there but there may be a need for additional resources to manage and cater going forward. LAW said there will be a push in improvements on information sharing between schools and other agencies involved with children as this can fall short. They will make it more streamlined in terms of the attendance order process and identifying students missing from education. Administrative support around this will need to be taken into account. There are a lot of things going on with the Bill. School already conducts visits home for students who have not been in School for seven days as part of its plan for students in crisis. LGO said the School will track this as the Bill goes through and will plan how it will implement some of those strands.</p> <p>DE updated governors on the School budget: Now approaching the year end and in conjunction with this the new budget will be set for the new financial year. LGO and DE have a budget planning meeting with the Local Authority in March 2025. They hope not to be affected significantly by the split site funding.</p> <p>Additional secondary school places: ETG asked for clarification on whether the net capacity report was separate to this, but similar? Yes. LGO said a further meeting will take place on Thursday 30 January 2025 with key staff from the School and Local Authority representatives to look at floor plans and how spaces are used. The School needs to be able to say if the assessment is fair and accurate so has to put together a strong argument for the proposals. ETG asked if there is evidence that the School's spaces attract certain kinds of students? Yes. Spaces need to be protected i.e. Art etc.</p> <p>MW referred to the non-classroom spaces; dining space etc, is there a safety and capacity issue there and there are also not enough toilets? The Lower School land is not safe to build on as it is not level and there is a public footpath running through which means that mobile classrooms cannot be accommodated. LGO said there are other solutions; other schools in the city have places available.</p>	<p>LGO</p> <p>LGO, DE</p>

	<p>KW said it had been a year since Local Authority colleagues attended a full Governing Body meeting to discuss the above and the School had heard nothing; what have they done to explore alternatives? LGO said when governors look at the pupil admission number (PAN) for 2025 it should revert back to 230 with the expectation that with in year admissions and appeals it could increase to possibly 238/240. All agreed. LGO will report back after the meeting on Thursday.</p> <p>External training delivered by staff. ETG asked if this could be reflected in the SIP? LGO said the School is looking at deepening partnerships and work with other schools. Yes, the training can be reflected in the SIP. Excellent practice already evident.</p> <p>LGO advised governors that C Jackson (AHT Inclusion) delivered an attendance session at Learn Sheffield to other colleagues from across the city and she has been contacted by other schools asking to visit King Edward VII School to share its good practice around attendance.</p> <p>ETG said we are above national average for Year 8 and Year 11 but are just below the Sheffield average. Is this a persistent trend for those year groups? LAW responded. A lot of focus work is being done with both year groups currently. LAW said a lot of changes have taken place recently with regard to attendance codes and there is a realisation of how schools are interpreting all the codes (students can be authorised as absent for sporting events but not for music/performing event). The School has a new attendance Local Authority link member of staff.</p> <p>LGO advised that C Jackson has been invited to attend a sub group for safeguarding because of the work that is taking place in the School. C Jackson and C Corker (Senior Learning Mentor and Safeguarding Deputy) are working together on with this partnership.</p> <p>LAW is working with staff to streamline communications with parents. An item arising from the recent parent survey.</p> <p>LGO asked governors if they had any questions on Key Stage 4 and Key Stage 5 day and asked LAW to explain the table/data. LAW responded in detail.</p> <p>LGO asked governors if they had any comments on the School calendar for 2026 2027?</p> <p>KW said her School starts the new School year on 8 September 2025 which is quite late. LGO will add the School's points to the feedback on the consultation document and PD will sign it off.</p>	<p>LGO</p> <p>LGO</p>
<p>7.</p>	<p>Reports from:</p> <ul style="list-style-type: none"> • Finance, Premises and Personnel Committee Meeting postponed until 12 February 2025 as it was not quorate for the January meeting. • Curriculum and Performance Committee Meeting scheduled for 5 February 2025. JJ to ask Marcus Brown to join this committee. • Link governors (if applicable) KW asked governors to sign up to the visits table. KW and PD will then identify any gaps. PD said when the new governors have completed their 	<p>JJ</p>

	induction they will be appointed to a sub committee. ETG and SB to complete the form in regard to their recent visit to the SEND department. Return to JJ.	ETG
8.	Review of governor training opportunities	
	PD said there are training opportunities available via Learn Sheffield and new governors will be directed to these. KW said it would be helpful if a couple of governors could complete the permanent exclusion panel training. RG would like to do this. RG will research all the training available from Learn Sheffield. JJ will contact Learn Sheffield to ask when the next training sessions are. ETG recommended that governors undertake the training on SEND via the National Governance Association website – online training.	RG RG JJ ALL
9.	Any other business <ul style="list-style-type: none"> • LGO: The School's position on the use of smartphones and parental communication. LGO said since the Year 5/6 open evening there had been a steady trickle of prospective parents asking questions about the School's policy. LGO has responded to say that mobile devices at Lower School have been banned for a few years now but students can use them at break and lunch times. Some parents feel there should be a ban outright. PD said a parent referred their query to him and he confirmed the School's policy. LGO said the School will review the situation each year as government advice changes. ETG said she endorses the School's policy on mobile telephones/devices and this is promoted through the online safety newsletter. There are resources that students can use in classrooms without needing to use their devices. PD said governors agree with the current position in School and there will be no changes made. Governors commented that they themselves had children who had completed their education at King Edward VII School and they have not been disadvantaged by the policy. FA said during his time as a teacher at King Edward VII School he did not come across any problems with it. LGO and PD to draft a School response. • Clare Allison leaving: LGO said CA will continue working with the School for one day per week so that when the new person is appointed they can be transitioned into the role. Received close to twenty applications and have shortlisted. Interviews taking place on Friday 30 January 2025. The governors registered huge thanks to CA for all her fabulous work in the School. 	LGO, PD
	Meeting finished 7.15pm Date of next meeting: Tuesday 22 April 2025	