KING EDWARD VII SCHOOL
MINUTES OF THE FULL GOVERNING BOARD MEETING
Venue: Library, Upper School, Glossop Road
Tuesday 6 October 2026 5.15pm – 7.15pm

PRESENT:

• Peter Dickson, Chair of Governors (PD) • Louisa Warde, Headteacher (LAW) • James Kennedy, Deputy Headteacher (JPK) • Michael Williams (MW) • Emma Wilkinson (EW) • Farhan Aziz (FA) • Rachael Galletly (RG)	• Kate Williamson (KW) • Emma Titterington-Giles (ETG) • Marcus Brown (MJB)

No.	ITEM	ACTION
1.	**Apologies for absence**	
	Donna Ellerby, Business Manager (DE)	
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.	
3.	**Confirmation of the previous meeting and report on matters arising from the minutes on 7 July 2026**	
	External review of governance report; succession planning: KW said she and PD will conduct a handover across this term and then from January 2027 they will swap roles (PD to become vice chair and KW to become chair). KW asked if any other governors would like to step up into either of these roles? All were ok with the arrangement. Once the changeover occurs it will be reviewed at the end of the academic year. **Headteacher's Report:** EW had asked to see data relating to HOLA at the Curriculum and Performance sub-committee. The Languages Project Manager will deliver a presentation to the board - or JPK can on her behalf. EW asked if students are making the most of the opportunities available? Does more work need to be done to decide how best to present this opportunity and ensure students are accessing the opportunities? JPK said there will be a launch to Year 10 students next week. Governors said they would appreciate an update on this.	**JPK**
4.	**Review of any vacancies for the Governing Board**	
	As above – swap over of chair and vice chair of roles. Two governors have recently left the Governing Board which leaves vacancies. It was agreed that a full recruitment process needs to take place to elect any new governors. LAW mentioned that she had referred to the parent governor role in her presentation at Y5/6 Open Evening.	**PD, KW**
5.	**Terms of Reference for the Governing Board – review**	
	Discussed and agreed.	**LAW, PD, KW**

6.	**Adopt and confirm the updated NGA 2026 Governing Board Code of Conduct**	
	Discussed and adopted.	
7.	**The school's priorities and direction**	
	LAW outlined the following: **Inclusion** • All the work that the school is currently undertaking fits into the priority of Inclusion, which fits national priorities and is a key focus for Ofsted. • LAW introduced this to LT members over summer and talked about what it means to design an inclusive culture. This has to start from the 'top' of the school. To support this, LAW has made some changes to Leadership Team Meeting times to allow additional times in the week for LT to meet and more availability and visibility to support staff and the whole school during the school day. Inclusive practices are being embedded into all Leadership Team-led meetings. • Staff Briefing has been a focus for Inclusion as it starts with ensuring staff know that they belong and matter so that staff can then support this in students too. All staff attend briefings which are run inclusively with attention given to staff wellbeing, expectations and important messages in order to visibly design the culture that we are creating. • Another main focus is to increase (staff and) students' sense of pride in their school and strengthen the sense of belonging. LAW shared with staff on the first training day that building a stronger sense of community comes when we realise that we are part of something bigger than ourselves. One way to support this is by strengthening the already existing house system (Loxley, Porter, Rivelin, Sheaf) and work has started on this. PD asked if the house system would run through lower school and upper school? This is the intention. LT are looking at how this will work with Post 16 students. RG asked if the achievement system could be tied to houses? LAW said yes. JPK and RG (AHT KS3) are looking at this. FA asked if students are getting involved? LAW said yes, already there are some ideas coming from students. **Relational Practice** • Stronger relationships with and between staff is essential so that we can feel emotionally resilient and can model this care for each other with all the students we support. It is a major priority to continue to strengthen staff relationships with students, knowing that this is already a strength of ours as a school but there is work to be done to know our students better still. • At the 1 September training day, staff worked collaboratively in circles to take ownership of the changes taking place. This was led by Dr Zoe Brownlie, Consultant Clinical Psychologist and Healthy Minds lead in the city; many staff expressed appreciation for the session. • In training sessions/meetings such as Curriculum Leaders and Twilights, an approach called the 'Three E's' (Engage, Explain, Expect) was introduced and demonstrated to support staff in having relational, restorative conversations with colleagues, people who they line manage and with students. A future focus will be for students to learn and practice this. **Staff Training and Support Staff** • LAW explained	

	• The new approach to bring expectations for teaching and support staff more in line. • Under the new system, all staff are now invited to attend twilight training sessions – whether that is a whole school session or specialised ones organised specifically for different groups. • Governors commented on the benefits of this systemand the hope that this increases a sense of staff goodwill and raises morale. MJB said tha tthis was felt at the recent twilight that he attended. **School Improvement** • LAW explained that LT looked through the School Improvement Plan (SIP) produced at the end of the summer to establish whether it still fits with what the school is trying to achieve. It was clear that LT felt that the old SIP did not reflect the school's new direction and wanted LAW to take some time to see if she could make it reflect the new priorities and be in the format that would serve the school better. • LAW presented the new School Development Plan which is shorter, focused on a small number of clear priorities and has been written with the Schools' White Paper and OFSTED framework (national priorities) in mind, while staying true to the school and its values. • Structure: overall objective of Inclusion for all. Then, three priorities that sit under that 'umbrella': 1) Know our children and their families well; 2) Know ourselves and our school well; 3) Provide an education that is accessible to all, every day all the time. LAW asked governors if they had any questions on the above? KW asked if the document would be completed by Christmas so that governors can use it to start work on the Governing Board action plan 2026-2027. LAW said yes. ETG said the format looks sensible and would like to see it presented at the next full Governing Board meeting in November. PD and KD like the concise concept. EDIT: This is now available and was sent to governors.	
8.	**Headteacher's Report, including the annual Local Authority Safeguarding Audit and compliance with Keeping Children Safe in Education 2026**	
	• Governors like the new 'Sway' format and that it is accessible from various devices, which is very convenient as they all have other commitments. • Zoe Brownlie's presentation was well received by staff and the staff brunch after the training day was popular (replacing 100% staff Attendance Prize) • JPK talked about KS4 and 5 results – see report; overall, results were positive. • JPK talked about Y10 into Y11 review (progress 8 currently estimated at -0.03 (average range). This has been covered in the Curriculum and Performance Governing Board Committee meeting. ETG asked about lower value added at KS5 in some subjects and also in students who hadn't been at KES for Y7-11 – what might be driving the reasons for this? The difference between students who have always attended KES and those who start, newly into Y12 was discussed. SD (Assistant Headteacher Post 16/KS5) is working on strengthening a sense of belonging for Y12 incoming students.	

EW said how do staff measure how comfortable a child is in the school? This was discussed and explored.

Discussion around students having to be withdrawn from subjects due to low attainment/engagement: KW asked if the withdrawal rate for 'external'/incoming students is higher? LAW said it can be and there could be a number of complex reasons for this but distance they travel to school may well be a clear factor. Quick discussion regarding the inequality of Post 16 provision across the city.

EW referred to the top priority being inclusion and would like SD (Post 16 Assistant Headteacher) to talk to the full Governing Board eventually.

LAW asked governors if they had any further questions on the above?

ETG said the National Governance Association (NGA) have produced guidance on the use of inclusive mainstream funds and how these are used/allocated and asked LAW if she had thought about strategies to measure progress on inclusion strategies? LAW said that part of our strategy has been to develop a KES+ cohort which is a group that can be tracked. The use of the IMF is being discussed.

There was a question about The Gatehouse development as a resource: LAW said that this could definitely be a resource to support inclusion when ready.

KW asked how many students are there with an EHCP in Year 7? There are two. LAW reminded governors of the excellent work by A Smith SENDCO in making the SEND register more reflective of the needs of our students. KW offered for A Smith to meet with the SENDCO from her school as they have high numbers of students with EHCPs so this may be useful.

Budget – DE had provided a brief update in the report. Pay awards are in process.

The PFI contract has caused additional work for DE and there are plans for further facilities recruitment.

Safeguarding; Keeping Children Safe in Education 2026 (KCSIE) and Safeguarding Audit: PD and LAW will meet with C Jackson, Designated Safeguarding Lead, to sign this off.

EW asked how the mobile phone ban is going? LAW said it is going well. JPK said students now do other things like playing cards etc but of course it still needs clear monitoring at social times.

FA asked how the ban is working with Post 16 students? LAW said that there are obvious challenges for Post 16 age students who may want to use phones more for probationary/private study but the legislation is being upheld and the benefits overall to young people are clear.

ETG said she had been asked by another governor from another school on how the phone ban is working so will share some of the discussion.

JPK said he feels that there is more consistency since the ban. ETG asked how many phones were confiscated during the day, roughly? Data was provided.

	FA asked what staff would do if a student had two mobile phones on their person? This was discussed. It was established by MJB that schools are not liable if phones get lost. Safeguarding Team capacity was discussed due to LAW and JPK's new roles. Plans are in place to increase capacity. EW (link governor for Achievement Support) is aware of the significant work AS is doing to support inclusion. Personnel update was discussed, including new appointments, recruitment and absence. LAW talked about staff morale being an intrinsic part of keeping down staff absence. LAW shared some positive comments from staff about the already evident change in culture.. Governors thanked LAW and the LT for significant work in a short space of time.	
9.	**Reports from:** • **Governors' Finance, Premises and Personnel Committee:** This committee meeting was postponed due to DE's illness so DE or LAW will provide an update in due course. The meeting will be rescheduled. • **Governors' Curriculum and Performance Committee:** Nothing further to report other than the minutes produced.	
10.	**Documents and information to note**: • Strategic meetings with the Chair and Headteacher, including Safeguarding Audit meeting were discussed. • EW asked if we are happy with the interventions that take place in school to prevent any dangerous/unsafe behaviour? LAW said yes, there is a lot of work going on in school with regard to this, e.g. in PSHE and Form time activities. • FA referred to his offer to be lead/link governor for Teaching and Learning • Making governors aware of training available to them: RG said governors can access training through Learn Sheffield which offers many online sessions from 6 – 7pm. RG will share the link. • Confirm whistle blowing procedures are in place – confirmed. • Publication of governors' attendance for 2025-2026 including those who have left in the last twelve months: JJ and DE to update this.	
11.	**Any other business**	
	N/A	
	Meeting finished 6.55pm Date of next meeting: Tuesday 17 November 2026	