



**MINUTES OF THE DISCOVERY SCHOOL
FULL GOVERNING BODY MONDAY 17TH JULY 2023**

This meeting was held virtually via Teams.

PRESENT

- Miss Tina Gobell - TG (Head Teacher)
- Mrs Annabel Cornall - AC (Chair and Co-opted governor)
- Mrs June Budd- JB (Co-opted governor)
- Mrs Louise Connelly - LC (Co-opted governor)
- Mrs Katy Steele – KS (Parent governor)
- Mr David Waller – DW (LA governor)
- Mr Louis Westlake – LW (Co-opted governor)

In attendance - Miss Jenny Baker – JB (DHT)

Apologies – Mike Goodwin and Kelly Dey

Governance Professional - Mrs J Roe (GP).

AGENDA NUMBER	ITEM FOR DISCUSSION	ACTION
1.	<p><u>1.1 Welcome and Apologies for absence</u> The Chair welcomed all to the meeting.</p> <p><u>1.2 Apologies for absence</u> – Apologies were received and accepted from Mike Godwin and Kelly Dey. The meeting was quorate.</p>	
2.	<u>Register of Business Interests and other declarations</u> No declarations were made, and the Register was up to date.	
3.	<u>Consideration of AOUB items</u> Nil	
4.	<p><u>Minutes of the last meeting 22.05.2023</u> These had been circulated prior to the meeting and were agreed to be a true reflection of the business of the meeting. The CoG will sign the minutes when she is next in school.</p> <p>Actions from the minutes 22.05.2023 – see appendix 1</p>	CoG to sign minutes when in sch
5.	<u>Finance</u> The finance monitoring governors had met with the SBM on 14.07.2023 for a ‘light touch’ monitoring meeting. They had discussed some of the anomalies within BPS that had arisen out of the first 3 months monitoring but there was nothing significant to report.	

	<p>The trio had discussed with the SBM the proposed teacher pay increase of 6% which has yet to be put to ballot to staff by the teaching unions. Originally it had been said within the press that the Government would fund the pay increase, but this does not appear to be the case. The FGB then had a discussion on how this would affect the school budget. The HT informed governors that within the budget settlement for this financial year the school had received a grant of 3% which would have covered the proposed pay increase suggested last year. However, the remaining 3.5% would come from 3% of additional Government funding and the .5% from the school which would have a significant impact on the school budget.</p> <p>The Government had made available an emergency fund to cover the .5% but Discovery School would not qualify as fiscally the school is quite prudent.</p> <p>It was noted that the SBM had circulated the commentary from the 3-year budget to the GP earlier in the day and she would forward it to governors. There had not been any concerns raised although it appeared that there was an error on from KCC referring to a line within the commentary that appeared to have been cut and pasted from another school's document and the SBM was going to raise this with KCC.</p> <p>A governor questioned whether the pay amount was definitely agreed. The HT replied that although all 4 unions had recommended that their members accept the 6.5%, the vote would not happen until September, but she did not foresee it being refused.</p> <p>All agreed that impact of Covid and teacher strikes had made for a difficult 2 years of teaching. Governors then discussed some of the issues around the strikes, which are recorded under Part 2 confidential items of these minutes.</p>	<p>GP to circulate 3-year budget commentary.</p>
<p>6</p>	<p><u>Head Teacher's Report</u> This had been circulated ahead of the meeting. The HT apologised for the lateness of the report due to unforeseen circumstances.</p> <p><u>Draft SIP priorities 2023 -2024</u> Governors learned that the proposed SIP priorities had been shared with the SIA who felt that they were a strong set of priorities. Whilst Quality of Education, Behaviours and Attitudes & Personal Development Intent all weave together, he had suggested putting in a single line for children's development of leadership.</p>	

Behaviour and Attitudes - Development of outside provision

Governors heard how TG/JW-C/JB had been looking closely at how lunchtimes impact on children's personal development and the benefits of zoning. Research evidences that during the day children's' time is highly structured and if there is no structure at lunchtimes, they cannot self-manage or know what to do. The new zoning system allows pupils to have free space to interact within a structured environment but gives enough autonomy as to what they want to do.

JB went onto explain that they had used red/amber/green as ratings to measure the impact of the zoning. There was work to be done with adults around the zones to ensure that children frequently engage with all of them as the lunch time supervisors did not recognise the need to change the zones to keep the children entertained.

JW-C has begun to use an APP with the LTS's to help with their training . SMART targets give them 2 weeks to embed their training. The self-regulating that this is allowing for pupils ties in with the metacognition project. Evidence around zoned play at lunchtimes evidences that it can impact learning and readiness for learning during the afternoon.

Ultimately the aim is for children to be their own leaders and not waiting for adult direction.

A governor had observed during her recent monitoring visit how pleasing it had been to see children identify the SIP target and identify next steps. This shows that the SLT are in tune with the children.

Leadership and management

A feature on the SIP was for a re-set on the school value system. Whilst it is securely embedded for children, it was felt that there needed to be a re-set for staff. The last 12 months had been a tumultuous time with the Ofsted and strike action and so one of the INSET days was to be used to focus on looking at the school values to ensure that staff could model to children and not the other way around.

After a full discussion on the proposed new SIP targets, these were approved by the FGB.

School Performance data

Governors learned that the year 6 data had not been released until Tuesday last week and so the staff were still drilling down pupil premium and non-pupil premium data.

The DHT continued by saying that the reading results for KS2 were disappointing as they were lower than in previous years. From the cohort there were 5 pupils who scored 99 and having gone through the papers staff had identified 4 or 5 questions of which appeared not to have been marked correctly. SLT are hoping that with the marking reviews the score will reach 75% which puts the school above the national average for reading.

Staff had been pleased with the writing result of 83% with 27% of pupils achieving greater depth.

SPAG was down but with marking reviews it was hoped to reach 80%.

Maths had been an area of concern for this cohort due to the gaps in their learning through Covid, but the results were pleasing at 80%.

Both maths and SPAG results were in line with previous years scores.

Reading, writing, and maths scores were 70% which was above the national average and with some of the papers being remarked this could rise to 72%.

A letter (appendix 3 of HT report) had been sent to Minister Nick Gibb expressing the school's disappointment with the reading paper this year.

The SLT were mindful that it was important to review what could be learned from the data and along with the English leads would drill down as to where potentially there needs to be more development in reading for Year 6.

Governors were reminded that 17% of the Year 6 cohort were SEN which has an impact on getting those pupils to AE. 17% of the pupils had cognitive and learning SEN apart from one who had medical needs. If the reading paper had been easier to access, the 17% of pupils with SEN may have had a chance to reach AE.

Nationally the reading paper had been lowered by 5 marks which evidences that to get the required marks on the paper was harder than previous years. Those children working on the cusp would have found the first questions extremely challenging as it required them to use inference skills and if they could not answer the first question they would not be motivated to continue with the paper. One child had a progress score of 99. The child had been AE in KS1 but answered one question and could not continue so left the room. However, as they had started the paper it still had to be sent off for marking. This was a child who would have got AE if they hadn't been in such a high state of anxiety. Governors were upset to hear of the distress to pupils the papers had caused.

Multiplication test papers evidenced excellent results with scores of 22 out of 25 for every child.

Phonics in year 1 was as expected and within year 2 those children who did not reach the threshold at the end of KS1 had SEND.

The Chair of Governors commented that it was important to recognise that although the SLT were disappointed with the results they were still above the national average. The school has high expectations of its pupils and whilst it was important to learn any lessons from this staff should still be congratulated on the results that had been achieved.

Attendance

Governors learned from the HT that attendance remains at 95%. The school are determined to reach 97%, the level pre-covid. Governors were mindful that the national average for attendance was 92 and the school was still within the top 20% for attendance.

There was a discussion on how parents (especially those in KS1) were reluctant to send their children into school with minor illnesses such as colds.

The HT discussed the difficulties she had when trying to rationale the different legislation in place for staff striking and those parents wanting to take their children out of school for holidays.

A governor asked whether keeping their children off was due to Covid worries or if it was a general reluctance. The HT responded by saying that as well as Covid there had been a lot of

	<p>media attention around Strep A, so younger children were being kept off because of the heightened sense of anxiety around childhood illnesses. Governors felt that the school were doing all that they could to encourage the importance of good attendance and thanked the HT for her continued efforts.</p> <p><u>Accident data</u> Following the restructuring of lunchtimes last September, accident data remains low.</p> <p><u>Staffing</u> The school was fully staffed from September and although there had been a higher number than usual of resignations 3 of these were for staff leaving the profession completely, one was for retirement, and one was for a member of staff who had an extremely long commute every day and found a position closer to home.</p> <p><u>Staff Structure</u> Before approving the staffing structure, governors learned that following 2 members of the SLT leaving to take up headships last year, the school had been mindful of not filling both positions immediately, and had scrutinised the requirements for the SLT. Having reviewed the SLT structure over the year it was not felt that there was the need for 2 additional members of the SLT but there was additional capacity for another AHT. The position was advertised internally and following a rigorous interview process, which the Chair of Governors had been part of, Mr Kerry Stannard had been appointed.</p> <p>A governor commented that following Mr Stannard’s recent presentation to the FGB on metacognition, it was good to see him make the transition to a member of SLT and that he demonstrated many qualities of a good leader. The governor also commented that it was good to see a younger member of staff join the SLT. The HT would pass this comment onto KS.</p> <p>Following discussion and review the FGB approved the new staffing structure.</p>	
7	<p><u>School Improvement Plan and Monitoring Visit Reports</u> SIP fully discussed and new SIP targets approved under item 6, HT Report.</p> <p><u>Monitoring Visit</u> The CoG had carried out a visit under Behaviour and Management by meeting with a cross section of pupils to discuss</p>	

their feedback on lunchtimes. She had asked an open-ended question to pupils about lunchtimes and the feedback had been very positive with pupils enjoying the different zones and choice that was available. They commented that the equipment was of good quality and enjoyed mixing with other year groups.

They commented positively about the lunchtime coach which provides good validation that there is a positive impact from the funding that allocated from the budget.

A pupil had mentioned how they had enjoyed being a peer sport mentor and this was something that the AHT had confirmed was being trialled this year.

Pupils had been particularly pleased that there was now a dedicated ball zone as previously issues with balls across the play area had been an issue.

The CoG asked pupils what would make things even better and received some pertinent suggestions including a music room, a board game room and a quiet nature room. The nature room links into something that the Forest School Lead was keen to develop. Pupils were also very keen to have a tree that represented the school.

Pupils had asked if there could be 3 different queues at lunchtimes for the 3 options that were offered to avoid lengthy queue times. They felt that lunchtimes were noisy. A suggestion was made for a 'dine around the world' week and the CoG felt that this evidenced pupil voice communicating ideas understanding Diversity and Inclusion. They were keen for there to be an improvement in table manners.

Around 50% of pupils were not keen on having the stickers issued at lunchtimes. They suggested after the stickers were finished with, they could be used to create a piece of art.

They suggested having a school pet. The HT said that the school would be having a therapy dog.

Pupils discussed the impact of Astroturf on the environment and how the school could offset this. The HT said that the school is planning on a wildflower area.

AC/LC had met with the DHT for a Quality of Provision monitoring visit. They had discussed the importance of ensuring that the Outstanding Ofsted inspection was recognised and reflected on

	<p>especially as within the report there had been reference made to the outstanding curriculum and excellent teaching and learning. There had been discussions around the catch-up tutoring funding and impact, particularly for pupils achieving greater depth within writing and maths.</p> <p>There were limited changes to be made to the curriculum in the next year. History was being reviewed to ensure that it reflected diversity and RE was being restructured to be more inclusive.</p> <p>The reading trees were positive evidence of culture capital. The library now featured artwork made from recycled materials by a local artist, with all pupils being invited to design a leaf.</p> <p>The next monitoring focus would be to talk to teachers and subject leads about their subjects.</p> <p>DW had attended the sports day and provided a short report on this. It was well organised with a wide variety of games and was well attended by parents. He asked for his thanks to be passed onto all staff.</p> <p>The CoG reiterated the importance of governors reporting on sports days, school assemblies etc as they formed an important part of governor monitoring.</p> <p>The CoG had joined the SLT planning day. This had been very strategic and a great reflection on where the school was and what needed to be worked on. The SIP targets had been set for the year ahead. The biggest validation was that the children were already discussing the targets.</p>	
8.	<p><u>Lettings Policy</u> Circulated ahead of the meeting. The main change was the amendments to rates. The HT asked governors to be mindful that due to changes within KCSIE and schools' responsibility to outside hirers, the policy would likely have to be reviewed again later in the year. The Lettings Policy was agreed by the FGB.</p>	
9.	<p><u>Chair's Report</u> The CoG would be meeting with Kate Chapman later this week. She had emailed the CoG at Kings Hill School as she felt it would be beneficial to both schools to work as a collaborative on sustainability moving forward, but as yet had not received a reply. The CoG asked for members of the FGB to contact her if they wanted to assist with this area of development.</p>	Members of FGB to contact Chair re Sustainability
10.	<p><u>Community Engagement</u> Governors were concerned to learn that there was to be a Parish Council meeting on Thursday 20th July to discuss the future of Kings Hill Pre-School. The Parish</p>	

	<p>Council are seeking to increase the hire charge. They discussed how it was an affordable provision for parents on Kings Hill for their children and the importance of this continuing as many children from the pre-school join The Discovery School for their primary school journey. After discussion the HT would write a letter to the Parish Council in support of the pre-school. DW will update the FGB at the next FGB meeting.</p>	<p>HT to write to Parish Council to support pre-school remaining open. DW to update at next FGB</p>
11	<p><u>Correspondence – See</u> confidential items part 2 of these minutes.</p>	
12	<p><u>Any other Urgent Business</u> – Nil</p>	
13	<p><u>Confidential items to be recorded under part 2 of these minutes.</u></p> <ul style="list-style-type: none"> • <u>Staffing</u> • <u>Complaint</u> • <u>HTPM</u> – Both the HT and DHT left the meeting whilst this discussion took place. 	
14.	<p><u>Impact of meeting</u></p> <ul style="list-style-type: none"> • Financially the school is still in a good fiscal position, although the proposed pay increases will have an impact on the school budget with the school having to fund .5% of the recommended increases. • The new SIP targets were discussed and approved by the FGB. It was pleasing to see from monitoring reports that pupils are already themselves aware of the targets. • One of the INSET days would focus on the school values so that staff modelled these to pupils not the other way around. • The Staffing Structure was reviewed and approved, noting the appointment of an AHT, Kerry Stannard • Attendance is 95% and whilst above the national average, the HT is keen to ensure that this reaches pre-covid levels of 97%. Governors discussed how anxiety around childhood illnesses was impacting attendance. • The KS2 SAT's results were reviewed and whilst SLT had been disappointed with the results, governors asked for staff to be thanked on achieving a set of results that were still above the national average which evidences the high standards that are expected at the school. • A letter to Nick Gibb, Minister for Education had been sent by the HT, CoG and SLT to express their concerns over the reading paper. • Monitoring visit for sports day had been reported as a well-run and supported event. • Monitoring visit for pupil voice around lunchtimes had evidenced very positive feedback with some pertinent 	

	<p>suggestions for improvement, showing that pupils are already demonstrating pupil leadership and understanding and recognising the SIP targets, showing that the SLT are in tune with pupils as well as the embedding of metacognition.</p> <ul style="list-style-type: none"> • A monitoring visit had evidenced that reading trees were providing an example of culture capital, something that the school had been keen to develop. The visit had also evidenced that the history curriculum is being reviewed to ensure that it represents diversity and inclusion as is the RE curriculum. • The library was now finished providing an exciting area for children to work and develop their love of reading. • The Lettings Policy was approved, but governors were mindful that this may need review following changes to KCSIE from September 2023. • The Complaints Panel had met to as part of the Complaints Policy procedure to ensure that the school had followed due diligence in investigating a complaint using the correct procedures and policies. • The SLT planning day had provided the SLT with the opportunity to reflect on where the school was and what needed to be focussed on when setting the new SIP, evidencing that although the school was Outstanding, the SLT are always looking at ways to drive the school forward in an innovative and exciting way. • HTPM by the HTPM governors evidences the strong leadership within the school. 	
15	<p><u>Date and Time of next meeting</u> Monday October 7th at 6.00 pm prompt.</p> <p>The CoG concluded the meeting by thanking everyone for their hard work and the importance of recognising the outstanding Ofsted that the school had achieved this year.</p>	

Signed

Dated

Appendix 1

Actions from FGB meeting 22.05.2023.

4	Minutes of the last meeting	CoG to sign minutes when in school – actioned
6	SIP	Term 5/6 milestones to be circulated to FGB by HT – Circulated, for discussion under item 6, HT Report
7	Chair's Report.	Sustainability – Chair to report on meeting with Kate Chapman and parent See item 9, Chair's Report
10	HTPM	New date for HTPM to be arranged - actioned.
Ongoing actions	Lettings Policy	New Lettings policy to be reviewed and approved in line with new charges – Circulated, for discussion under item 8