



The Local Governing Board of Keyingham Primary School

Minutes of The Local Governing Board Meeting
Wednesday 11 June 2025, 17:30

PRESENT: Mr J Frankland (Chair, JF), Mr S Aldridge (SA), Mr D Brooke (DB), Mrs G Brown (GB), Miss S Chadwick (SC), Mr M Copley (Headteacher, MC), Mr I Cutts (IC), Mrs N Loveridge (NL)

ALSO IN ATTENDANCE:

Mrs L Craxton (Clerk to the LGB, LC), Mrs L Richardson (Operations Manager, LR)

Throughout these minutes a question is indicated by Q followed by the initials of the questioner and a comment is marked by C

57 WELCOME AND APOLOGIES

JF welcomed everyone to the meeting and congratulated MC on his promotion to Headteacher and Mrs White on her new position within Shared Services

Apologies had been received from Mrs H Singleton

Resolved: That consent be given for the absence of the above-named governor

58 DECLARATIONS OF INTEREST

None declared for this meeting

59 MATTERS ARISING

ACTION: HS to complete new pecuniary interest form **Carried Forward**

ACTION: Attainment lower down in the school to be discussed at the next meeting **Carried Forward**

ACTION: English to present at the July meeting, second subject to be decided **Carried Forward**

ACTION: JF to speak with L Thompson regarding recruitment and retention of future governors
JF and LT meeting on 12 June, to be removed from the minutes

ACTION: Comparative termly attendance and behaviour data to be available at the next meeting
See minute 65

ACTION: HS to forward link visit report to LC **Carried Forward**

Signed by the Chair

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Date: 10 September 2025

ACTION: JF and VW to confirm presentation focus prior to the next agenda setting **Carried Forward. JF will now liaise with MC**

NEW ACTION: JF and MC to confirm presentation focus prior to the next agenda setting

60 HT PRESENTATION: VISION OF KPS MOVING FORWARD

Full PowerPoint was shared with governors

- High quality outcomes are starting to come through
- 69% of EYFS achieved GLD last year
- MTC check well above national average
- KPS is a Trust leader on Thrive practice
- Effective pupil voice during the Ofsted inspection with regards to the pathway curriculum
- Incredibly strong and positive staff voice
- Full use of Apprenticeship Levy
- Reading for Pleasure rolled out

Q: (JF) Are there any areas that need more 'glue' than others? If so, what are your plans to do so?

MC: We need to focus on high quality interventions and are looking at Third Space AI for Years 4, 5 and 6

C: (NL) We use it at Penshurst, it's fantastic!

C: (MC) We are a national average school but are not quite hitting all targets with outcomes yet

Q: (DB) Is there capacity in leadership, do you foresee any issues to enable the changes and improvements?

MC: No. recruitment is underway for an Assistant Headteacher and I have full confidence in all the staff

Q: (JF) How will you "build on", what is your leadership style?

MC: We will have non-negotiables and they will be monitored closely but we will do so as a team. Aspirational standards of work will be displayed throughout the school

C: (IC) The biggest worry is you will take on too much

C: (MC) Filling the Assistant Headteacher post will alleviate workload and I also have good support from the staff, other schools and Shared Services colleagues

Q: (IC) Do you plan to step back from the Designated Safeguarding Lead role and become the Deputy Designated Safeguarding Lead?

MC: Not at this time, no

C: (JF) As an LGB, we would like you to focus on leading the school, we don't want you to overstretch yourself

C: (MC) The new Assistant Headteacher will take on the same safeguarding responsibilities as me

Q: (SA) What about Thrive? Mrs White was a lead practitioner

MC: VW will still support Thrive Trust-wide and we have staff in training

61 SCHOOL DEVELOPMENT PLAN

All areas are progressing well

Impact indicators show

- At least 70% of year 5 are at age-related expectations in reading as at the end of the Spring term

Signed by the Chair



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Date: 10 September 2025

- At least 70% of years 2 and 3 are at age-related expectations in Maths as at the end of the Spring term

C: (MC) We are working on a new format and clear milestones need to be included

C: (IC) It's good to see all subjects linked to priorities

C: (JF) I've proposed a shift in the schedule that would allow us to see this more often next academic year. The plan presented in the first meeting would be very fluid

Q: (DB) A lot of work has gone into the current plan. How will you map curriculum going forward under the new curriculum alignment?

MC: We will still have access to United learning for a time and a lot of the work is similar to CUSP

C: (NL) CUSP links in to all subjects and gives a teaching order

C: (MC) KPS will still be KPS, teachers are confident with the changes

C: (SC) CUSP also have webinars and offer a lot of support

ACTION: JF requested the SDP be brought to meetings 1, 3 and 5 for the next academic year as opposed to the planned meeting 2 and meeting 5. LC to follow up with Director of Governance

ACTION: JF to discuss the format of the SDP with Director of Governance

62 SAFEGUARDING REPORT

- 3 Operation Encompass alerts received
- 2 Smoothwall incidents
- 6 children open to Early Help
- 1 Child in Need
- 3 Child Protection Plans in place
- New safeguarding curriculum introduced
- Local PCSO visits and assemblies regularly address safeguarding
- An internal audit has been planned and actions arising from the external audit all related to the admin side

Q: (JF) How many external audits have you had?

MC: Two so far. Schools safeguarding carried out the most recent

Q: (JF) Is this an independently procured service?

MC: Yes

Q: (JF) Are there any overlaps with Early Help, Children in Need and Child Protection?

MC: No. Child Protection and Children in Need are determined at meetings. Early Help could see a crossover but very rarely

63 HEADTEACHER REPORT

General

- PTA recruitment underway
- Years 5 and 6 have visited Driffild School for a careers in farming event
- A variety of KS2 pupils competed in the Brownlee Triathlon
- Humberside Fire and Rescue gave a talk to Year 5
- Books awarded for house points
- Year 4 have completed 10 lessons of swimming with 20 passing
- VE Day celebrated
- Student Council are involved with the naming of roads for a new housing development

Signed by the Chair



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Date: 10 September 2025

- 'Annie' rehearsals going from strength to strength
- Library van continues to visit every other Tuesday

Staffing Update

- 2 members of staff are now Thrive Practitioners with a further 2 starting their training in July
- 2 members of staff undertaking NPQs
- 2 members of staff have completed NHS Speech and Language training

Key Risks and Mitigations

- Failure to achieve outcomes remains the biggest risk
- EYFS overstaffed to help with the early identification of SEN
- No progress made with Parent Governor recruitment

C: (JF) I'm going to address the current PG situation with the Director of Governance. The LGB will have a table or stall at the parents evening on 08 July, all governors are welcome

Q: (JF) What impact has the library van had?

MC: A big one! There is so much more enthusiasm and enjoyment now. They are excited to see the van

Q: (JF) Will it continue?

SA: Yes, it could be indefinite

C: (LR) Rewarding with books is also proving popular

Q: (JF) Speech and Language Therapy training has been completed by 2 staff, what has been the impact?

NL: It has allowed for early intervention which leads to no further help needed further up the school

Q: (IC) Do they have training or a qualification?

LR: Training through the NHS

C: (GB) It comes with all the slides that can be shared with other staff

Q: (DB) Can we hear from the 2 members of staff doing their NPQs?

SC: I'm doing a level 5 and am looking at how I can move forward with my own development and for the children

Q: (SA) Have you 'asset mapped' the staff top re? what skill sets you have?

LR: Not as such but we are a close-knit community here, we have an understanding of where staff want to be

Q: (JF) is there anything the Trust can do to facilitate?

DB: Line management discussions do cover CDP

C: (LR) I'm doing a level 7 with the focus on leadership and management. My aim is to coach and mentor other Operations Managers

ACTION: JF to discuss the current parent governor vacancy situation with the Director of Governance

64 SPORTS PREMIUM STRATEGY

The grant received helps to cover the costs of extra-curricular activities, after school clubs, competition entry fees and staff CPD

- 56% of current Year 6 can confidently swim 25 metres
- 56% of current Year 6 can use a range of strokes effectively

Q: (IC) Is there an opportunity for Year 4 to repeat if they don't achieve?

MC: It's not something we have done but the opportunity is there

C: (IC) It would be good to see progressive data

Signed by the Chair



Q: (SA) Do private swimming lessons skew the data?

MC: It can do as instructors know who can swim already

Q: (DB) The data has been the same for the past 3 years, is access to a pool the barrier?

MC: Holderness Academy would let us use their pool and busses, we could do more but we have to use Withernsea

Q: (DB) Could you not split it?

MC: We fall under Withernsea so we have no choice at this time

Q: (DB) So we know the barriers but can't do anything about them?

MC: Yes but I will look into it

ACTION: MC to look into removing the barriers to Holderness Academy swimming pool access

The Sports Premium Strategy was tabled for approval

Resolved: The Sports Premium Strategy was approved

65 ATTENDANCE AND BEHAVIOUR REPORT

Attendance

- Attendance currently 94.8%, in line with national
- Persistent Absence 11.6% (national 15.6%)
- Year 3 highest at 96%, Year 2 lowest at 94.2% (compulsory attendance)
- Unauthorised absence 5.19%

Behaviour

- Reception and Year 5 highest for behaviour incidents although incidents remain quite low across the school
- 2 FTEs (same pupil)

Attendance and Behaviour comparisons also presented

Q: (JF) What do the red figures represent?

MC: A drop from the previous term

C: (JF) It's a small school and small figures can impact significantly

Q: (JF) There has been a significant drop in level 2 behaviours, why is this?

MC: They are learning the boundaries and settling down. Level 2 can be many things – swinging on a chair or talking in class for example

66 SEND REPORT

- 10 pupils accessing the ERP
- 7% have an EHCP in place
- 20% receiving SEN support
- St Annes providing ongoing support
- The LA recently conducted a review of the ERP – no issues raised
- Speech, language and communication highest need

C: (DB) SEND pupils are responsible for more than half of poor behaviour

C: (MC) Adaptations are made for SEND pupils and we have the Thrive approach but there are boundaries for all children. We know the children

Q: (JF) Has splitting the ERP into 3 areas, based on age, seen a higher demand on time resources?

Signed by the Chair



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MC: Not really. The youngest need much more support but further up the school some are in mainstream classes and access the ERP at certain times of the day

Q: (JF) Although early days, have you seen an impact from the split?

MC: Yes. The younger children with higher needs will probably stay in there throughout their schooling. One ERP wasn't working

C: (LR) It now works as they can go in and out of class as needed as the 3 ERPs are all close to their classrooms

67 EVALUATION AGAINST OFSTED CRITERIA (EXCEPTION REPORT)

All areas are judged Good

Key areas of strength include

- Curriculum design
- Leadership and Management
- Inclusion

Further development is required in the following areas

- Developing the culture of reading
- Further developing the understanding of British Values and alternative faiths and cultures
- Ensuring consistent high achievement

Q: (DB) Your aspiration is to be outstanding, how will you get there?

MC: All areas need to be strong. We are working with Leon Myers, showcasing the best and curating the curriculum

Q: (JF) Is the self-evaluation based on the current framework or the new one due to come in?

MC: The current one. We have time to get used to the new framework as we were only inspected last year

ACTION: MC to bring new Ofsted framework to a future meeting

68 POLICY MATTERS

The Uniform Executive Statement and Trust Attendance Policy were tabled for information only

69 GOVERNANCE UPDATES

69a Governor Link Visits

ACTION: All outstanding link visit forms to be forwarded to LC as soon as possible

JF requested that cover sheets for all reports include the link governor, where applicable. LC to action

ACTION: LC to liaise with Trust Directors regarding the addition of link governors to all report cover sheets, where applicable

69b Governor Training

Governors have completed all mandatory training for this academic year

69c Health and Safety Link Governor

Signed by the Chair



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Date: 10 September 2025

Prior to the meeting, JF had agreed to be the Health and Safety Link Governor going forward

70 EFFECTIVENESS REVIEW

LC posed 12 questions to the LGB for self-review. The anonymised answers will be forwarded to the Director of Governance and are not to be recorded here

71 DATE OF NEXT MEETING

The dates for the 2025-2026 academic year have been set. LC to populate calendars as soon as possible

72 ANY OTHER URGENT BUSINESS

None

73 ACTION POINTS

73a ACTION: HS to complete new pecuniary interest form (**minute 59**)

73b ACTION: Attainment lower down in the school to be discussed at the next meeting (**minute 59**)

73c ACTION: English to present at the July meeting, second subject to be decided (**minute 59**)

73d ACTION: HS to forward link visit report to LC (**minute 59**)

73e ACTION: JF and VW to confirm presentation focus prior to the next agenda setting. JF will now liaise with MC (**minute 59**)

73f ACTION: JF and MC to confirm presentation focus prior to the next agenda setting (**minute 59**)

73g ACTION: JF requested the SDP be brought to meetings 1, 3 and 5 for the next academic year as opposed to the planned meeting 2 and meeting 5. LC to follow up with Director of Governance (**minute 61**)

73h ACTION: JF to discuss the format of the SDP with Director of Governance (**minute 61**)

73i ACTION: JF to discuss the current parent governor vacancy situation with the Director of Governance (**minute 63**)

73j ACTION: MC to look into removing the barriers to Holderness Academy swimming pool access (**minute 64**)

73k ACTION: MC to bring new Ofsted framework to a future meeting (**minute 67**)

73l ACTION: All outstanding link visit forms to be forwarded to LC as soon as possible (**minute 69**)

73m ACTION: LC to liaise with Trust Directors regarding the addition of link governors to all report cover sheets, where applicable (**minute 69**)

Signed by the Chair



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Date: 10 September 2025

The meeting closed at 19:43

Signed by the Chair

