



The Local Governing Board of Keyingham Primary School

Minutes of The Local Governing Board Meeting

Wednesday 14 January 2026, 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 K Clarkson (ERP Lead, KC), Mrs M Preston (Assistant Headteacher, MP), Mr D Waterson (Executive Director of Education, DW)

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

31 WELCOME AND APOLOGIES

JF welcomed everyone to the meeting

Apologies had been received from Mrs H Singleton

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

32 DECLARATIONS OF INTEREST

None declared for this meeting

33 ERP PRESENTATION

KC joined the meeting to give the governors an overview of work in the 8-place ERP. The provision caters for Autistic children and uses the SCERTS model

Anonymised examples were given on the progress of the children. Communication skills have increased for both verbal and non-verbal children and the ERP offers a safe space for them to develop the skills needed for self-regulation

C: (KC) *We bring the trips in rather than taking the children out in the first instance. When they do go out it is always with their trusted adult, we are making very small changes, breaking things down slowly*

C: (MP) *In discussions they can tell their trusted adult what they want to say until they are confident enough to speak out*

C: (KC) *All progress happens at the child's individual pace*

Signed by the Chair: *J.R. Frankland*

Date: *1/7/26*

C: (KC) They get a bespoke report rather than the statutory one. It's currently being trialled

Q: (DB) Will the new report replace the statutory report eventually?

MC: Yes we are hoping to. It's much more helpful than the statutory report which just lists the level they are working at

Q: (JF) Can it be used to aid discussions with parents?

KC: Yes, they'll bring it in on parent's evening

Q: (JF) Are you trialling with all the children in the ERP?

MC: It's mainly the younger ones

C: (SA) Tailoring a lot more to the individual needs is much better

C: (MP) The sensory rooms are accessed by all ERP children, those with an EHCP and others in the school

Q: (DW) What is the impact on pupils outside of the ERP?

MP: They de-escalate much quicker and are back in the classroom much sooner, back to learning

Q: (JF) Are they always accompanied?

KC: There is always someone around, usually sat at the door

Q: (JF) How do you manage the use of the sensory rooms? What happens if a child needs one of them and it is occupied?

MC: We've not had that situation

C: (KC) We know the pattern of when they are likely to get heightened

C: (MC) We would do a risk assessment if the rooms were occupied

KC left the meeting at 18:05

34 MINUTES OF THE LAST MEETING (26 November 2025)

A slight amend was noted for page 2. Once the amend had been agreed, the minutes of the last meeting were declared a true record and are to be signed by the Chair, JF

35 MATTERS ARISING

ACTION: JF and MC to confirm presentation focus prior to the next agenda setting **See minute 33**

ACTION: Anonymised data for case study on sensory and de-escalation rooms to be represented at the January meeting **Included in the presentation at minute 33**

ACTION: ERP presentation to be a main agenda item on a future agenda **See minute 33**

ACTION: HS and GB to submit their visit reports as soon as possible **Completed**

ACTION: LC to share agenda breakdown with the LGB to allow link governors to plan their visits ahead of time **Some governors did not receive, LC to forward again. To be removed from the minutes**

ACTION: All governors to complete the GDPR module of Governor Hub before the January meeting **See minute 41**

ACTION: SA to complete Suspensions and Exclusions training and Governor Hub before the January meeting **In progress, to be removed from the minutes**

Signed by the Chair: *J.F. Frome*
Date: *1/7/26*

36 SAFEGUARDING REPORT

Very little change from the last report

- 8 children referred for Early Help
- 1 Child in Need
- No children on a Child Protection Plan
- 3 Operation Encompass alerts received
- No Smoothwall incidents

Q: (IC) What have you got in place to address inappropriate sexual behaviours?

MC: We use Jigsaw extensively to educate and if was one child, they would be referred to Thrive

Q: (IC) Who gets the Smoothwall alerts?

MC: MP, the 2 DDSLs and me

Q: (IC) And where do you record them?

MC: If they are serious we record them on CPOMS. If the words used are related to a learning topic we would look into that first before making a decision

Q: (JF) Do you know what sparked them?

MC: Sometimes they pop up out of nowhere but sometimes they are related to problems within the home

37 SEND REPORT

Very little change from the last report

- Speech, language and communication highest primary need
- Greatest number of supported pupils in Year 1

Q: (IC) How are you going to show the progress data for ERP children?

MC: One will sit SATs and the others are still young. Their progress is included in the school data

Q: (SC) Although it's not statutory to include FS1 data, could it be included going forward?

MC: Yes but we would have to discuss it with colleagues as all of the children don't have an identified need

It was noted the report was data only. This was intentional due to the closeness of the meetings and was done to avoid unnecessary duplication and workload

ACTION: DW to speak with the Director of Governance regarding the scheduling of the primary LGBs

38 PERFORMANCE DATA

	Combined Measure	Reading	Writing	Maths
TARGET	68	75	75	74
All	32	36	44	40
Male	27	29	36	43
Female	36	46	54	36
Disadvantaged	33	33	33	25*
Non-Mobile	36	46	54	36

*The total is lower than the combined measure because the system used teacher assessment results instead of mock exam results to generate the combined figure

Signed by the Chair: *J.R. Jamnikland³*

Date: *1/7/26*

C: (SA) I'm concerned with the data, it looks low

MC: This data is from November and reading pace was an issue. The more recent picture is much more positive

C: (MP) It's important to note this is an interim assessment

C: (MC) Reading Plus has replaced Reading Eggs and we are already seeing good progress. We also do a SATs style lesson every Friday

C: (MP) Stamina is an issue. They can verbally tell you the answer but run out of time on paper

Q: (DB) Reading has been a past strength. What happened that you had to put interventions in?

MC: We've always had a love for reading. We have new packages and will focus on stamina

C: (MC) Reading interventions have also started further down in the school

C: (MP) We start reading Plus at year 2 now

C: (MC) Year 5 use the Century online platform and they all have an individual log-in. Pathways can be set and it tracks the questions to help with areas of support

C: (MP) It also provides challenge for those who need stretching in lessons. Century also covers Science

C: (GB) It's unusual to see writing is better than reading

C: (MC) Writing is teacher assessed and has much more support

Q: (DB) If writing is accurate, how will you unlock reading?

MP: All of the interventions will unlock reading

C: (MC) I'm confident the final outcome will show reading higher than writing

C: (MC) This assessment was done after they had returned from their residential. We have learnt from that

Q: (DB) Has any learning been shared from the other 2 primaries?

MC: They started Reading Plus much earlier and D Hebb visited Croxby to observe writing. We all use the same now

C: (JF) Marginals always seem to be at play

MC: Rigour and structure are in place now and this will make a positive difference. We are also doing assessments lower down. Years 2-5 will sit termly assessments

C: (DW) Focus on the lower year groups is good

Q: (DB) How will PA and SEND achieve the targets set?

MC: We will work with them, we believe they can achieve

Q: (DW) How do you set the targets?

MC: We look at prior work and look at the individual need. We have worked with the other Trust primaries to set the targets

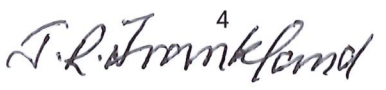
39 ATTENDANCE AND BEHAVIOUR REPORT

- Attendance above national average at 95.4%
- PA below national average at 10.4% (nat 16.8%)
- Term time holidays still an issue
- 3 suspensions
- Ignoring instructions biggest C1 and C2 incidents
- Most incidents reported in September and October

Q: (JF) Attendance is lowest in Year 6, why is this?

MC: There have been a few holidays and some absence for personal reasons

C: (JF) This is a critical year and as governors we need to keep a close eye on behaviour and attendance in this year group

Signed by the Chair: ⁴
Date: 1/7/26

40 COMPLAINTS DATA AUTUMN 2025

2 complaints received in the Autumn term

Governors questioned the usefulness of the report and likened it to a Trust report rather than a school one. MC reiterated it was good to see comparison data

It was agreed LC would speak to G Stafford with the aim to produce a more bespoke report

ACTION: LC to liaise with G Stafford with regards to a more bespoke complaints report

41 GOVERNANCE UPDATES

41.1 Governor Link Visits

GB and SC conducted an EYFS visit on 24 November 2025
No issues raised

It was noted that not all areas have a dedicated template. LC to follow up with G Stafford with regards to additional templates for all link visit areas

ACTION: Governors are to calendar in their next visits before the end of the week

ACTION: LC to speak with G Stafford regarding additional templates for link visits

41.2 Governor Training

With the exception of HS, all governors have completed their GDPR training

ACTION: HS to complete GDPR training before the end of January

42 DATE OF THE NEXT MEETING

Wednesday 06 May 2026, 17:30

43 ANY OTHER URGENT BUSINESS

None

44 ACTION POINTS

44a ACTION: DW to speak with the Director of Governance regarding the scheduling of the primary LGBs **(minute 37)**

44b ACTION: LC to liaise with G Stafford with regards to a more bespoke complaints report **(minute 40)**

44c ACTION: Governors are to calendar in their next visits before the end of the week **(minute 41)**

44d ACTION: LC to speak with G Stafford regarding additional templates for link visits **(minute 41)**

Signed by the Chair: *T.R. Ironsford*⁵
Date: *1/7/26*

44e ACTION: HS to complete GDPR training before the end of January (**minute 41**)

The meeting closed at 18:59

Signed by the Chair: *T.R. Fromikland*⁶
Date: *11/7/26*