



## **The Local Governing Board of Keyingham Primary School**

Minutes of The Local Governing Board Meeting  
Wednesday 22 January 2025, 17:30

**PRESENT:** Mr J Frankland (Chair, JF), Mr S Aldridge (SA), Mr D Brooke (DB), Miss S Chadwick (SC), Mr I Cutts (IC), Mrs N Loveridge (NL), Mrs H Singleton (HS), Mrs V White (Headteacher, VW)

### **ALSO IN ATTENDANCE:**

Ms J Billany (JB), Mrs L Craxton (Clerk to the LGB, LC), Mr J O'Brien (Director of Improvement and Standards, Secondary and Post-16, JOB), Mrs L Richardson (Operations Manager, LR), The Student Council (TSC)

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

### **30 WELCOME AND APOLOGIES**

JF welcomed everyone to the meeting

Apologies had been received from Mrs G Brown

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

It was noted M Richardson had stepped down from the LGB due to work commitments

The agenda was reordered to allow for childcare commitments

### **31 STUDENT COUNCIL**

The student council visited the LGB to talk about the work they are doing as well as what made them want to be on the student council

*Q: (JF) How did you become a student council member?*

*TSC: We filled in a voting form and then spoke to our class about what we had written. Each class member votes for 2 students and the students with the highest votes were elected*


*Q: (NL) Why did you volunteer to be a student council member?*

*TSC: It's a good experience and we are more involved in the school. We like to help others and listen to others*

*Q: (DB) I have heard you have 5 student council values. What are they?*

*TSC: They are kindness, curiosity, courage, respect and behaviour*

*Q: (DB) How do you make sure these values are being monitored in school?*

Signed by the Chair: 

Date: 15/04/2025

*TSC: We help each other and we confidently include ourselves in things*

*Q: (HS) I can see from the student council book that you are involved with a lot of projects. Can you name some of them?*

*TSC: We have planted trees and opened the Queen's Coronation event with the local MP. We have also attended church services and laid a wreath. The student council are voted in for 2 years and we are in our first year*

*Q: (SA) What projects do you have planned for this year?*

*TSC: We would like to use our student voice in different ways and we would like to create a newsletter or podcast*

*Q: (TSC) Do you have any ideas for us, would you like to be involved?*

*JF: The Forest Project would be a good one to get involved with*

*C: (VW) There is a chance for planting in the village and fundraising with the Holderness Vikings, we could podcast that and have the governors as your guest speakers!*

**ACTION: Governors to feedback to the Student Council via Mrs Richardson and Mrs White with ideas for the podcast**


JF gave a brief overview of the work of the LGB and each Student Council member was handed a certificate

*Q: (TSC) What is your favourite part of being a governor?*

*NL: Coming back to see the school and be a part of it*

*IC: I'm also a Headteacher and I like to see what's happening in other schools. I like to see their success and be better in my school*

**The Student Council, Ms Billany and Mrs Richardson left the meeting at 17:56**

Signed by the Chair: 

Date: 15/04/2025

**32 LEARNER ACHIEVEMENT YEAR 6**

Combined	2022	2023	2024	2025 Mock 1
KPS Expected Standard +	46%	50%	48%	21%
National Expected Standard +	59%	60%	61%	

Reading	2022	2023	2024	2025 Mock 1
KPS Expected Standard +	61%	54%	79%	58%
National Expected Standard +	75%	73%	74%	

Writing	2022	2023	2024	2025 Mock 1
KPS Expected Standard +	68%	64%	62%	42%
National Expected Standard +	69%	71%	72%	

GPS	2022	2023	2024	2025 Mock 1
KPS Expected Standard +	61%	61%	52%	37%
National Expected Standard +	72%	72%	72%	

Maths	2022	2023	2024	2025 Mock 1
KPS Expected Standard +	57%	50%	66%	47%
National Expected Standard +	71%	73%	73%	

Combined	2022	2023	2024	2025 Mock 1
KPS Greater Depth	4%	4%	3%	5%
National Greater Depth	7%	8%	8%	

Reading	2022	2023	2024	2025 Mock 1
KPS Greater Depth	29%	7%	14%	16%
National Greater Depth	28%	29%	28%	

Writing	2022	2023	2024	2025 Mock 1
KPS Greater Depth	4%	4%	6%	0%
National Greater Depth	13%	13%	13%	

GPS	2022	2023	2024	2025 Mock 1
KPS Greater Depth	21%	4%	10%	5%
National Greater Depth	28%	30%	32%	

Maths	2022	2023	2024	2025 Mock 1
KPS Greater Depth	11%	4%	10%	5%
National Greater Depth	22%	24%	24%	

Signed by the Chair: 

Date: 15/04/2025

## Reading

C: (DB) Greater depth has made progress but expected is not as good

C: (MC) It's the cohort. We have tracked them through the school. Small cohorts can vary the data greatly

C: (VW) We must also be mindful the 2025 data is just from the first mock

Q: (JF) How big was the 23/24 cohort?

MC: 29, 10 more than this year

C: (VW) The effort the children have put in and the quality of teaching and learning has greatly improved

Q: (SA) What would you consider 'usual progress'?

MC: Around 2-3 scale points and we have a pupil who has gone up by 8 already

Q: (JF) You've had a big push on reading and the library has been revamped – what is the impact of these?

VW: It's significant, they have to have a wider knowledge to be able to access reading. There is a serious shift in the building as to where reading can take you

## Writing

C: (MC) We were moderated in 2022, handwriting is an issue. We have none at greater depth

C: (VW) We are working hard to ensure those struggling with handwriting and the barriers don't fail

Q: (JF) Are you expecting any greater depth in writing?

VW: Not yet. CUSP is split into Block A and Block B. Block A has a high level of scaffolding (support) in place. Block B will show us more when the children have to recreate what they have learnt in Block A

## GPS (Grammar, Punctuation and Spelling)

C: (VW) This is a tough test and requires very careful punctuation

C: (JF) GPS links to reading and writing. You've got high achievers in reading but not writing

C: (VW) One pupil is definitely capable of greater depth in writing but we are not there yet

## MC left the meeting at 18:30

## Maths

C: (VW) We have 10/19 at national with another 3 in the high 90's

Q: (DB) How do you compare to the other trust primaries?

VW: I haven't looked as we all have massively different cohorts and cohort sizes

## 33 DECLARATIONS OF INTEREST

None declared


## 34 MINUTES OF THE LAST MEETING

The minutes of the meeting held on 11 December 2024 were declared a true record and are to be signed by the Chair, JF

## 35 MATTERS ARISING

**ACTION:** LC to contact SA, IC and MR with regards to their absence from the LGB **see minute 30**

**ACTION:** LC to follow up with all outstanding PI and DC forms **All forms have now been received. To be removed from the minutes**

Signed by the Chair: 

Date: 15/04/2025

**ACTION:** Student Council to attend the January LGB meeting **See minute 31**

**ACTION:** January meeting discussion to determine the April subject presentation **Completed, see new action below**

**NEW ACTION:** Thrive to be presented at the April meeting

**ACTION:** English and RE Leads to present at the July meeting **English to present, second subject to be decided. To remain on the minutes**

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

**ACTION:** VW to circulate a video explain Thrive to all governors **Completed**

**ACTION:** Katie Clarkson to present Thrive at the April meeting **See above**

**ACTION:** VW to make the suggested amends and resend to the LGB for final approval **Completed**

**ACTION:** SA, IC and MR to complete Safeguarding training on Governor Hub before the end of the Autumn Term. SA and IC to confirm if they have undertaken safeguarding training as part of their job role **See minute 30**

## **36 GOVERNANCE MATTERS incl PARENT GOVERNOR VACANCIES**

### **Link Governors**

Due to MR stepping down, the Curriculum Link position was vacant  
It was agreed IC would take over Curriculum and NL would oversee SEND and Safeguarding

### **Resolved link positions:**

**Safeguarding and SEND:** N Loveridge

**Curriculum:** I Cutts

NL has booked in a Safeguarding visit with M Copley. All other link governors to book in their visits after the meeting

HS conducted a Pupil Premium visit on 15 November 2024

HS noted the school was clean and well presented and the atmosphere was conducive for learning. The children were also very well behaved

No issues raised


### **LGB Self Review Questions – confidential**

All responses are to be sent to the Trust Director of Governance for feedback

### **Parent Governor Vacancies**

There are 2 vacancies on the LGB for parent governors. To try and reach as many parents as possible governors discussed holding a meet and greet among other things

The Student Council will also promote the positions during a podcast

Signed by the Chair:   
Date: 15/04/2025

## 37 HEADTEACHER QUALITY ASSURANCE SUMMARY REPORT – PRACTICE AND RETRIEVAL

JOB gave an overview of TCAT's T&L framework, setting out its purpose and key objectives. A copy of the framework was included in the Board papers for reference

At KPS, Practice and retrieval includes:

- Flashback 4 assemblies each week
- Retrieval activities at the start of every lesson
- The use of Curriculum Keys

SLT regularly complete learning walks and learner voice and monitoring, through these, helps inform the quality of the practice and retrieval across the school

Monitoring has shown retrieval practices are embedded across all year groups

*C: (VW) As Headteachers we are not there to judge but to measure impact*

*C: (IC) It's good that you can choose one specific aspect to focus on*

*C: (VW) Staff always know the reason for the class visit and the focus is on the children, not the teacher*

*Q: (DB) Retrieval practices are secure, but the report goes on to say they are not consistent?*

*VW: What we do is secure. The depth of the answers the children will give is what differs and it's not based on age*

*C: (JF) The framework is clearly embedding itself. During a recent visit, the children were able to tell me when they learnt a specific topic*

*C: (SC) It's good as I can seamlessly incorporate it into EYFS*

## 38 SCHOOL DEVELOPMENT PLAN – PROGRESS AND IMPACT

The KPS development priority for this academic year is

***Our "universal offer" of an exceptional curriculum and enrichment programme is accessed, applied and enjoyed by every child in the school and contributes to further improved academic outcomes***

Actions include

- Continuous review and refinement of the curriculum
- Further embed purposeful talk across the school
- Development of the reading culture

*Q: (JOB) You use CUSP in some subjects but not others, are DT and Writing working well?*

*VW: Yes. We originally used an alternative to CUSP due to pedagogical delivery and our initial thoughts were that it would be too much of a change for staff. However, they are now all on board and outcomes are good*

*Q: (DB) When it comes to vacancies, how do we stop it defaulting to you?*

*VW: MC stepped in just before Christmas and we spoke at length about this in January. MC can now take over if necessary. I attend so many meetings so my teachers can be in the classroom*

*Q: (DB) How do we weave that into the SDP, evidence it?*

*VW: Target 3 is testament to the distance travelled in distributed leadership*

*Q: (SA) When is the next staff survey due?*

*JOB: The Trust surveys are biannual, and one will be going out this year*

*C: (VW) We conducted one in the summer as well as Ofsted and both were very positive*

Signed by the Chair:



Date: 15/04/2025

### **39 DATE OF THE NEXT MEETING**

Wednesday 02 April, 17:30

### **40 ANY OTHER URGENT BUSINESS**

#### **40.1 End of Term (DB)**

DB announced he would be standing down at the end of his current term (September 2026)

**ACTION: JF to speak with L Thompson regarding recruitment and retention of future governors**

### **41 ACTION POINTS**


**41a ACTION:** Governors to feedback to the Student Council via Mrs Richardson and Mrs White with ideas for the podcast **(minute 31)**

**41b ACTION:** Thrive to be presented at the April meeting **(minute 35)**

**41c ACTION:** English to present at the July meeting, second subject to be decided **(minute 35)**

**41d ACTION:** JF to speak with L Thompson regarding recruitment and retention of future governors **(minute 40)**

**The meeting closed at 19:28**

Signed by the Chair:   
Date: 15/04/2025