

The Royal Borough of Kingston Upon Thames



MINUTES OF THE MEETING OF THE FULL GOVERNING BODY
held at Grand Avenue School on
Monday 22nd September 2025 at 5.00pm

LA-1	CO OPTED 8		PARENT -2	STAFF 2
Alexis Orlovac	Jenny Gresson (Chair)	Shamama Tul Amber (VC)	Farah Ahmad	Shona Pitcher Headteacher (Ex Officio)
	Angie Edwards	Nicky Bannerman	John-Paul Salter	Fran Sagar
	Archika Kumar	Richard Newman		
	Edgar D'Mello	VACANCY		

Associate Members: Matt McHale, Gareth John, Karina Strong, Natalia Podolskaia, Jihan Santamaria, Sophie Clift

Clerk/Minutes: Lucy Richards

Bold = absent

ITEM	MEETING STARTED AT: 5.10pm	ACTIONS
001	APOLOGIES FOR ABSENCE RECEIVED AND ACCEPTED	
	Archika Kumar Edgar D'Mello Fran Sagar	
002	OBSERVERS	
	None	
003	DECLARATIONS OF BUSINESS INTEREST	
	No declarations of interest were made. Governors were advised that they should visit Governor Hub to complete the online declarations which are found in the compliance section of the Hub. .	Governors to complete online compliance requirements.

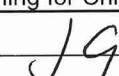
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JG

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004	MINUTES OF THE LAST MEETING HELD ON 7th JULY 2025	
	These were agreed to be a true and accurate record of the meetings held.	
005	MATTERS ARISING	
	<p>Questions: School council: Has the child friendly version of the Behaviour Policy been added to the website?</p> <p>Response: Yes, this has been added to the school website. The next School Council meeting will be Thursday 2nd October from 12.30pm - 1pm.</p> <p>Question: Were any exit interviews held at the end of the term?</p> <p>Response: Yes, JG met with the teacher who had worked in the Sunshine Room for the last two years. She was very sad that she was leaving the school and praised the school and the environment. JP met with a teacher who had worked at the school for ten years and was now leaving due to change in family circumstances. Again, she was sad to be leaving the school and had a lot of very positive things to say about the school. Nicole made only one comment which was around school uniforms and the tidiness of pupils.</p> <p>SP advised that since leaving both teachers have been in contact with the school and are both missing the school environment and their colleagues.</p>	Send School Council meeting dates to all.
006	GOVERNOR HEALTHCHECK	
	<p>The governing board is required to evaluate the work of the board. This is a rolling record of the board's work. This may be required to evidence the work of the board during an Ofsted enquiry.</p> <p>Questions for 2025/26 were allocated and noted on the summary page of the document. The document is now available to all members of the board to edit and update their input. Members were asked to review their questions and be prepared to share their updates at FGB meetings.</p>	
007	GOVERNOR MATTERS	
	<p>a) Appointment of Chair/Vice Chair - Nomination received for Jenny Gresson. GJ raised a point regarding succession planning for the Chair. There followed a discussion on planning and guidelines on this. Following this discussion the nomination for JG was reaffirmed and JG was voted in as Chair. Shamama Tul Amber will continue as Vice Chair for this year and indicated that she would possibly step up to chair position if required to do so in the future.</p> <p>b) Appointment of new governors: Connor Adams (CA) has resigned from the governing body and JG has asked Edgar D'Mello (EDM) to move into the role as co-opted governor to fill the role that CA has vacated. Jihan Santamaria (JS) and Karina Strong (KS) were both formally appointed as associate members, joining R&F committee.</p> <p>c) Declaration of interests - to be signed via the Compliance section in Governor Hub.</p> <p>d) Code of conduct - to be signed via the Compliance section in Governor hub.</p> <p>e) Data Protection Policy - this is a new requirement for Governors to use data and wifi. This is to be signed via Governor Hub.</p> <p>f) Training courses - all governors to refresh training courses with a specific focus on safeguarding (SG) and Prevent. GJ advised that he has completed the Cyber Security training. NP will take responsibility for Cyber Security - link in AI requirements to this. Level 2 training for Child Protection will be held on</p>	<p>Check google accounts for individual members</p> <p>Send proformas for training and visits once updated</p> <p>Ask Edgar to join the Pay Review Committee</p> <p>Send skills audit to new members of the board</p>

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	<p>Tuesday, 14th November 2025 from 9AM - 12PM. All welcome to attend.</p> <p>g) TORS membership - the TOR's for 2025/26 were updated and sub committees agreed.</p> <p>h) Ongoing policy review/updates - these will be reviewed at sub committees.</p> <p>i) Governor visits/year groups - the new year groups were agreed and the new proforma will be shared.</p> <p>j) Governor skills audit - most have been received.</p> <p>k) Risk review - available on the hub for reviewing. Suggestion is to use this year and review at the end of the academic year to review the risks. Several risks listed - can it be broken up in an easier to score way.</p> <p>l) Governor attendance 2024/25 - the spreadsheet has been shared and will be added to the school website.</p> <p>m) eNews/Termlly newsletter - JG explained highlights of eNews and newsletter. SEN banding is changing - started banding secondary and special schools. New EHCP's should have the new banding on.</p> <p>n) Governors corner 2025/26 - once a term to write a short piece to share with parents. Angie has volunteered to write the piece for the Autumn term.</p>	<p>Ask Archika to amend the layout of risk scoring</p> <p>Send skills audit to new members who have not completed</p> <p>Add governor attendance to the school website</p> <p>Send template to Governors for Gov corner input</p>
008	HEADTEACHERS DASHBOARD	
	<p>The school development priorities were noted and explained. There is a focus on science for this term and looking at key concepts.</p> <p>The feedback from parents is positive and the new school term has started well.</p> <p>MLT have had an Ofsted training session with a focus on inclusion. The new Ofsted grading has 5 new headings for inspections. The inspectors will assess in 8 areas. There is no overall grading at the end of the inspection. The staff had training on behaviour and attitudes on the INSET day.</p> <p>It was noted that the current SEF judgements are under old headings and they will be updated now the new framework has been released.</p> <p>The school has not yet heard about PE sports funding and when this will be received. It is usually received each year but it is never confirmed until late.</p> <p>The PPG funding has been received and this will be further reviewed in R&F.</p> <p>Attendance is currently better than previous year to date.</p> <p>The current number of pupils on roll is 653 which is lower than hoped for. There have been 14 new joiners this term. Year 3 has gone over the number as accepted twins into the year group. Should a child leave the year group will become 90 again and would not take a child to replace the leaver.</p> <p>There has been a lot of movement over the summer period. With a significant loss of pupils across the borough.</p> <p>Question: Where are the children going? Response: A lot moving out of borough and this is coupled with the low birth rate still having an impact on pupil numbers.</p>	

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	<p>It was noted that some schools are putting in place vertical grouping as a result of lower pupil numbers. This merges two year groups e.g. Year 1 & 2 or Year 3 & 4. This is not something that will be put in place at the school as pupil numbers remain high despite the current climate.</p> <p>The Reception and Nursery tours were extremely popular and congratulations were given to SLT who ran these tours.</p> <p>Nursery admissions have been capped at 44 places for the Autumn term. In order to increase the size of the intake there would need to be 5 additional pupils to make it financially viable. The Nursery is currently not making a loss and everyone has been offered a place and there is a wait list for the January intake.</p> <p>There are a number of EHCP's which have been approved. There are 4 EHCP's which have been submitted for new children, some of which have been applied for ahead of the start of the term.</p> <p>Question: The looked after children, are they new? Response: No, one child has been in the school for a number of years and the other joined last year, higher up the school.</p>	
009	SDP & VISIONING	
	<p>This is rewritten every year and there will be questions/action points for the governing body. As it is early in the term there are currently no actions in place for the governing body as yet.</p> <p>There is some building on from last year and it was noted that the school are currently working in the first year of the three year action plan.</p> <p>Question: What is bid time? Response: If you are a subject leader you can request time to come out of class to perform the role.</p> <p>Question: Would it be possible to agree on a metric so there is one number to look at when reviewing the SDP? Response: The use of metrics is not advised as this is not always the best marker. Metrics do not always work as suitable measures for this document due to the differences in place and therefore it is hard to compare. One measure isn't sufficient to review this and can be limiting in the review. It is hard to narrow down metrics to a single number across all the classes. The schools have been advised to RAG rate the measures and have developed this document following this advice.</p> <p>It was noted that other schools in the area use the RAG rating system for their SDP and it was felt that this was a more useful way to review this document as the breakdown provides the body with a good indicator of how the SDP is performing.</p>	SP to review other SDP and discuss with SIP.
010	SUMMER SIP REPORT	

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	A new school improvement partner (SIP), Matt Ball, has been appointed. Matt has been to visit the school twice and was very impressed with the whole school and the practices in place.	
011	EVALUATION OF PUPIL OUTCOMES FROM 2024/25	
	<p>The data for last year was shared and this was very strong across the whole school. It was noted that Early Years was slightly below Kingston data levels but the school was above national levels. This was expected and they performed better than expected.</p> <p>There is a focus on children achieving greater depth in maths this year.</p> <p>Writing data is quite low for the current Year 6 cohort and there will be a lot of work on this over the year to improve this data.</p>	
012	SAFEGUARDING	
	<p>Action plan - Safeguarding Questionnaire from AFC has had most actions completed.</p> <p>The school has also prepared a Subject action plan which has been written based on the safeguarding audit. There is a termly update under each heading. This shows what has been achieved already.</p> <p>A question was raised around the exit arrangements following extra curricular after school clubs. The headteacher advised that the gate code has been changed today and all staff members have been advised. This was carried out at the end of the school day to cause minimal disruption across the school. It was noted that there are different ways to exit the school.</p> <p>The last pupil voice noted that 18% of children said they did not feel safe in school. There will be work carried out this term on the meaning of safe.</p>	
013	ANY AGENDA ITEMS FOR NEXT FGB	
	Add risk register to R&F agenda	SEND acronyms around to new members
014	AOB	
	An interim caretaker has been appointed.	
015	SCHOOL COUNCIL	
	Nothing to refer to the school council meeting. Date of next meeting - Thursday 2nd October	
016	MINUTES OF THIS MEETING CONFIDENTIALITY	
	See confidential minutes	
017	CLOSE OF MEETING: 7.16PM DATE OF NEXT MEETING: 10th November 2025	

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MEETING DATE	ACTION	OWNER
22/09/2025	Complete compliance requirements in Governor Hub	ALL
22/09/2025	Send School Council meeting dates	LR
22/09/2025	Check google accounts for individuals	LR
22/09/2025	Send visits list and share proforma	LR
22/09/2025	Edgar to join pay review committee	LR
22/09/2025	Send skills audit to new members	LR
22/09/2025	Archika to amend the layout of risk scoring	AK
22/09/2025	Add 2024/25 attendance to website	LR
22/09/2025	Send Governors corner template to all	LR
22/09/2025	Review SDP measures/discuss with SIP	SP
22/09/2025	Acronyms to new members	LR

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