



**KINGS LANGLEY SCHOOL**  
**LOVE LANE, KINGS LANGLEY. WD4 9HN**  
TEL: 01923 264504    EMAIL: admin@kingslangley.herts.sch.uk



**Meeting of Board of Governors**  
**Monday 23.05.16**

**Present:**

Frances Stickley (Ch 01/09/17), Gary Lewis, Rosemary Inskipp, Graham Craggs, Andrew Hicks, Simon Setterfield, Mark Morant, Mark Hutchings, Mark Morant, Geoff Shephard, Dave Butler, Paul Thomas

**Absent – absence approved:**

Helen Young, Kieran Beharry Dawn Helfgott (VCh 01/09/17), Simon Wood

**Absent – absence not approved:**

Karol Babbington, Angela Westlake, Claire Carpentier

**In attendance** – Tracey Middleton; Fiona Winfield, Deputy Head

**The meeting opened at 19.00**

**1 Welcome:**

1. The Chair welcomed colleagues to the meeting

**2 To receive apologies for absence and to consider approving any absences:**

1. Governors were reminded that notification of absence from a meeting should be forwarded to the clerk, Chair and Head at least 3 days in advance of the meeting
2. Governors were reminded that whether apologies have been received and approved/not approved, or apologies have not been received and absence approved/not a governor not attending a governing body meeting for six months, without the consent of the governing body, automatically loses his/her governorship
3. Apologies were received and absence accepted from Helen Young, Kieran Beharry Dawn Helfgott (VCh 01/09/17), Simon Wood
4. Apologies were not received and absence not accepted from Karol Babbington, Angela Westlake, Claire Carpentier

**3 To receive notification of any conflict of interest from the agenda:**

1. None declared

**4 To consider notification of any items for AOB:**

1. None declared



- 5 **To agree minutes of the last meeting dated 21.03.16: (previously circulated)**
1. The minutes of the meeting dated 21.03.16 which were circulated in advance of the meeting (refer to file) were agreed as an accurate record; signed and dated and added to the file
- 6 **To consider matters arising from the last meeting's minutes:**
1. The matters arising from the last meeting's minutes were considered and it was agreed that all actions are closed or in hand or on the current agenda
  2. The Code of Conduct Policy which was taken from the NGA and Staff Codes of Conduct has been reviewed by the legal team and will be circulated in due course
  3. Governors agreed that the committee meeting agenda items being incorporated into the meeting is beneficial to all governors
- 7 **Financial Landscape for KLS**
1. The head provided an overview and the impact of the budgetary landscape which has changed
  2. The staff have been advised of the current financial situation (refer to file)
  3. The census has been returned to the DfE and number on roll has increased by 18 on last year
  4. The stable staff has resulted in an expensive profile however there was movement last year
  5. The sixth form is likely to increase by 16 this year largely due to the increased Y11 performance
  6. Lettings will be reduced in the short term due to the new build
  7. A deficit is expected in August 2017
  8. An overview of immediate and longer term savings and restrictions in the new build were outlined in detail
- M Hutchings left at 19.22
9. Q – Can HLTAs cover lessons? Yes if available
  10. £170k savings has been identified over the next 18 months
  11. Q - Do staff agree with cover if they are under timetabled? Yes, it is perceived as fair
  12. Q – Can we increase the intake? No, this would be a strategic decision by the DfE. Local schools are increasing their intake which will accommodate our catchment. There are some local schools which are under subscribed. It is



expected that by 2020 there will be a substantial growth

13. Governors discussed the current recruitment situation and general sustainability of teachers entering the profession
14. A national recruitment service is under consideration as the current costs of recruitment with the TES are exceptionally high
15. Governors discussed the ethos and aims of MATs and geographical deployment of staff
16. Governors discussed the impact of agency staff on teaching and the budget. Overseas graduates are tending to move to different areas of the world

## **8 Staffing and Recruitment Review**

1. The recruitment for September has been positive. Science is fully staffed with well qualified staff including 2 maternity covers. The history department is fully staffed with experienced staff. English is fully staffed. No staff changes in Technology. 2 retirements have been successfully recruited with well qualified and experienced staff. Maternity cover is required for Business Studies in September. Maths currently has 3 long term supply teachers and a school direct salaried mathematician has been recruited which attracts a £22k grant. 3 school direct colleagues have been successful within the school. 2 maths colleagues are leaving and will be replaced however to date this has not been successful. TES has been a reliable source
2. Q – Can partner school teachers be shared? There are already arrangements in place where this is viable e.g. A Level French teaching with KLS and Ashlyns
3. Governors agreed that when the opportunity for staff changes arise, budget implications are considered
4. The leadership team in maths has provided outstanding support with the overseas teachers in the department
5. The support staff resignations have been replaced. The Teaching Assistant role is under review
6. Governors agreed that overall it is a positive picture for the school

## **9 New Build and Impact on Curriculum;**

1. The first 6 weeks will involve supervision and duty hotspots
2. The students will be under one roof so volumes will be high. There will be 2 main entrances to the school which are secure as doors will lock during the day. The staff and sixth formers will have a swipe badge. The keys will be suited. Lockers will be available for each student and use combination locks. The sixth form will



be based on the third floor. The light and height in the atrium will be obvious. Subjects are suited and the flow of traffic should be smoother than the bottle necks experienced in the current building

3. A tour of the new build will be arranged for the July meeting. The builders are working on 24x7 shifts
4. Technology groups will be 25 in the new build. IT will be a key positive change in delivering the curriculum allowing more flexibility
5. There is an induction plan for the students and a rolling staged programme for students starting the new term. Special requirements are being made to meet SEND needs. Minimising teaching disruption is a key consideration. Staff training is being undertaken
6. The rooms are numbered logically according to the floor etc and there will be signage

#### 10 **Chair's Business:**

1. 29.06.16 will be a good bye to the old school and summer concert. Simon Setterfield is leading the programme with the Music Subject Leader. Community members and past students will be invited to attend. All governors invited and level 2 assistance on the bbq would be appreciated
2. 23.09.168 is the grand opening by Nicky Morgan. Lord Hastings and Mike Penning will attend. Governors are invited
3. £60k has been raised from fundraising
4. Local businesses are being invited to donate towards a donor wall
5. A parent complaint regarding a racist incident has been heard by the Head and Chair. The school is robustly investigating the situation and lessons are being learnt. An agreed path has been set. An HCC consultant has been secured to audit diversity and racial equality across the school including student and staff awareness, training, education, policies. The school has subscribed (as one of 10 Herts. schools) to the newly introduced EQuality Award
6. Governors acknowledged the difficulties with non significant statistical groups
7. ACTION: It was agreed that the equalities programmed is linked with the Inclusion Link Governor role
8. Governors discussed the diversity on the Governing Body and confirmation was given that 18% of staff and 12% of students represent diversity within the school
9. The BME staff meet with the Head regularly and consideration of teaching topics is given
10. Thanks were extended to Paul Thomas for his contribution to the Governing



**KINGS LANGLEY SCHOOL**  
**LOVE LANE, KINGS LANGLEY. WD4 9HN**  
TEL: 01923 264504    EMAIL: [admin@kingslangley.herts.sch.uk](mailto:admin@kingslangley.herts.sch.uk)



Body as staff governor

**11 Any Other Business:**

1. None declared

**12 To agree Date of next meeting:**

1. The next meeting will be held on 04/07/16: 7.00-8.30pm (time may change depending on tour of new build)
2. Meetings for next year will be held on 17/10/16, 05/12/16, 06/02/17, 20/03/17, 22/05/17, 03/07/17 7.00-8.30pm

**Meeting closed at 20.30**

The **summer edition of Hertfordshire Governor** is live - log on at [www.hertsdirect.org/governors](http://www.hertsdirect.org/governors) - select 'Hertfordshire Governor – current issue' under 'Signpost' at the foot of the page

**Hertfordshire Governors' Annual Conference,  
Excellent Governance Everywhere,  
Saturday, 19th November 2016, Robertson House, Stevenage**