



Kelford School Academy Council Monday 17 March 2025 at 13:30 Kelford School

Those Present	Role	Initials
Sarah Mullhall	Headteacher	SM
Lynn Heeley	Parent Governor	LH
Sacha Schofield	Executive Regional Director, Chair	SSc
Paula Williams	Executive Regional Director	PW
Samantha Crookes	Parent Governor	SC
Sarah Slowe	Parent Governor	SS
Eleanor Robinson	Staff Governor (Non-Teaching)	ER
Also Present:		
Lyndsay Foster	Governance Clerk	LF
Apologies:		
Rachael Leech	Teaching Staff Governor	RL
No Apologies:		
Lynne Casson	Governor	LC

1. APOLOGIES FOR ABSENCE	Actions
1.1. To receive apologies for absence Apologies were received for RL	
1.2. To accept apologies for absence Apologies were accepted for RL	
2. OUTSTANDING ACHIEVEMENT AWARDS	
2.1. Presentation to Staff Nominee(s) SM confirmed this would be presented to staff in a private assembly but discussed the staff members who received the awards.	
3. ITEMS OF URGENT BUSINESS	
3.1. Chair to determine any items of urgent business to be considered None.	
4. DECLARATION OF INTERESTS	
4.1. Individual Governors to declare any personal, business or other governance interests on any item on the agenda None.	
5. KELFORD SCHOOL LOCAL GOVERNING BODY MINUTES	
5.1. To approve the minutes of the following meeting: The minutes of the meeting held on 25 November 2024 were approved as a true and accurate record.	
5.2. Review of Action Tracker Action tracker reviewed and updated.	
5.3. Matters arising from the Minutes None.	
6. ITEMS TO BE CONSIDERED	
6.1. Headteacher Report SM provided an overview of the report's key highlights, including the relocation of some Forest View cohorts to the View from September. The installation of hairdressing sinks is scheduled to be completed by the end of the month, which has led to a delay in the parents' visit to the new facility. However, staff have already visited to assess the facilities, plan room allocations and consider the needs of the students. As the summer term approaches, staff are also planning student visits to the new provision.	

Enterprise Works groundworks are underway, with fencing work set to begin this week. Progress is also being made on the toilet areas and the construction room. The current student population across the sites stands at 157.

SM informed the team that the main focus this term is Health and Safety. Health and Safety audits have been conducted at Kelford. Forest View recently received a visit from the South Yorkshire Fire Service for a fire safety inspection and fire risk assessment. SM also met with Sam McDonald, Executive Headteacher of Hilltop and NRCS, to discuss the issues identified in the fire risk assessment, with the majority of actions being completed during the meeting.

The DfE Health and Safety audit took place at Kelford School, identifying areas that require action while also highlighting several strong aspects of current practices.

SM discussed recruitment and vacancies in preparation for September, when the student population across the school sites is expected to reach 170, including 27 new pupils in primary and 3 across secondary and post-16. There was also a discussion regarding expanding the leadership team across all four sites.

SM discussed the dashboard within the report, highlighting that Kelford has continued to make good progress since the summer term report and remains a solid, secure "Good." There was also a discussion on staff absence and sickness, which is showing improvement. Processes are being followed, including return-to-work interviews, and Stage 1, 2, and 3 meetings are currently being undertaken.

SM shared that meetings with external agencies are ongoing and expressed satisfaction that, following a long-term sickness absence, Kelford's educational psychologist has returned with a clear plan in place until July. Additionally, the CPD calendar is released every half term, offering various professional development and learning opportunities. The school has also initiated the Behaviour for Change programme.

Safeguarding actions raised in the audit are currently being addressed, with a focus on reviewing and improving monitoring systems.

SM also informed that the secondary building will be getting a new roof during the summer, requiring careful planning to allocate space for students over a two-week period.

SM discussed the quality assurance processes, highlighting a significant amount of work since the last report. This includes internal QA activities with the phonics lead, Maths, and PSD, as well as the involvement of EAPs, who supported the process effectively. PSD teaching has been transitioned to class teachers to focus on individual learning targets. Additionally, Maths continues to be a clear strength within the school.

School improvement priority areas focus on early years and post-16. Michelle Hill, EYFS Consultant, has been working closely with the early years leader, successfully transforming the learning environment. This includes creating smaller 1-2-1 spaces that

are distraction-free, allowing for more focused individual learning and improved access to education.

The Post-16 school action plan is being developed for the next academic year, with a focus on establishing two separate provisions to better support the distinct needs of the two different cohorts of young people.

SM informed that the school is working towards becoming an Artsmark Centre, with Carl having completed training and recently submitting a statement of intent. Additionally, the Creative Arts curriculum was launched at Kelford last week, making it the second specialism subject across the school alongside PE.

Ssc asked SM to explain the line pathways detailed in the report. SM outlined the four pathways: Yellow, Lime, Green, and Orange.

- **Yellow Pathway:** The most complex sensory pathway, focused on engagement levels.
- **Lime Pathway:** An informal learning approach using play, interests, and motivators.
- **Green Pathway:** A semi-formal approach with structured learning, directed teaching, and continuous revision.
- **Orange Pathway:** A formal learning pathway where students work towards Year 1 and Year 2 expectations.

SM explained that Yellow and Lime learners are likely to remain at Kelford Post-16, while Green and Orange learners will transition to Enterprise Works, with some Green pathway students moving to The View.

The school is currently trialling this process with the Green class to assess its effectiveness. The school are also planning a visit to Brackenfield School in Derbyshire to explore their provisions and gather insights on potential adaptations.

ER asked whether Blue is part of the pathways?

SM clarified that Blue Class follows the Green Pathway but incorporates specific pedagogical approaches tailored to Blue.

SM discussed the data and noted a slight dip in the spring term. The school is currently in the pupil progress cycle, analysing the reasons behind this decline. Two Kelford classes have been identified, and the curriculum lead has attended their pupil progress meetings. However, SM reassured that this is not a major concern and the focus is on gathering sufficient evidence to track progress effectively.

SM discussed that pupil premium pupils continue to be behind their peers. All judgments are moderated and any barriers to learning are identified. These findings are then passed on to the specialist support team to determine if any direct intervention work is required.

SM is working with teachers to gain a deeper understanding of the situation.

ACTION: SM to follow through Pupil Premium as a line of enquiry and work with Nexus Leads.

SM informed that there has been an increase in behaviour data but this is believed to be linked to staff confidence in managing behaviour. The rise is seen as part of the time required to embed the positive behaviour approach effectively.

PW discussed the importance of allowing students time to process and think through situations, as well as providing opportunities for time out when needed. This approach also gives the school time to reflect on how things can be handled differently and more positively to support student well-being and behaviour management.

The Behaviour for Change programme is underway and has been introduced based on staff voice, centred around 'Our Three Threads': **Be Kind, Be Safe, and Be the Best We Can Be**. The staff team is currently exploring ways to integrate these principles.

SSc asked if the reduced timetable mentioned in the report referred to just one pupil?

SM confirmed that the pupil is now back in school full-time. While they are not yet fully settled, their behaviour is being monitored weekly to provide ongoing support.

SM informed that attendance data is a strength of the school. Meetings with school nurses have continued to address challenges faced by some students.

SSc asked SM whether there is enough support from social workers at the Local Authority in tackling these issues?

SM responded that support varies, but overall, relationships with social care have improved, and where strong links exist, they remain consistent and persistent. Additionally, two Fixed Penalty Notices have been issued due to breaches of attendance requirements.

SM expressed how amazing Careers Week at Forest View was, which was organized by Anne Marie. All Post-16 students had opportunities for work experience. At Kelford, students participated in interviews, wrote CVs, and engaged with the student leadership team and SLT. Some students also worked alongside the admin team and caretaker at Kelford. Additionally, SM and CC at Pennine View are collaborating to establish a work experience exchange between Kelford and Pennine View.

SM discussed the importance of embracing school sporting activities and events. The school is currently developing a '**50 Things to Do Before I Leave Kelford**' initiative, with 10 key experiences per key stage group. This will serve as a meaningful and memorable takeaway for students when they leave Kelford.

SM informed that the school is working with the Children's University and will be participating in the Sing and Sign: Hands in Harmony event on Wednesday, 23rd April at Gulliver's Theme Park. The event starts at 12 PM, with gates opening at 11 AM, and everyone is welcome to attend.

**ACTION:
SM
23/06/25**

<p>6.2. School Dashboard Summary</p> <p>Document shared for information; a brief overview was discussed within the Headteacher report.</p>	
<p>6.3. Budget Report</p> <p>Document for information.</p>	
<p>6.4. School Calendar</p> <p>Document for information.</p>	
<p>6.5. Cabinet Member and MP's Feedback from Pupil Parliament</p> <p>Pupil A, a Trust Cabinet member, Pupil B, a House of Lords member, and Pupil C, standing in for a House member, attended the AC meeting. They discussed the 50 Things to Do Before Leaving Kelford initiative and presented their work, sharing that they had gathered ideas from their school friends. Some of the activities they suggested included visiting the zoo, traveling to London, going to the circus, trying horse riding, and learning to ride a bike. Pupil A also mentioned that the CEO and RP attended the last Pupil Parliament meeting.</p>	
<p>6.6. Skills Audit</p> <p>Document discussed and paper copy was handed out to governors; digital copy to be emailed to the cohort following the meeting. The Governors have two weeks to complete the document.</p> <p>ACTION: Clerking Services to email out Skills Audit for completion.</p>	<p>ACTION: CLERKING SERVICES 18/03/25</p>
7. TRUST MATTERS	
<p>7.1. Trust Verbal Update of Key Issues</p> <p>PW informed that the new schools have settled in well, with two more due to join in the summer. There have not been many changes since the last meeting.</p> <p>SM expressed that, as a school leader, she has extensive support from the Nexus team and values the new experiences brought in from other schools within the Trust. She also highlighted the Trust Conference, attended by 1,400 staff members., was recently held at MAGNA and shared that it was a very enjoyable event.</p> <p>SSc informed the group that Nexus has won the SEND Provision Trust of the Year at the MATA Awards.</p>	
8. ANY OTHER URGENT BUSINESS	
<p>8.1. To consider any other urgent business agreed by the Chair</p> <p>ACTION: Clerking services to email LC about position as governor</p>	<p>ACTION: CLERKING SERVICES 18/03/25</p>
9. CONFIDENTIALITY & RISK	
<p>9.1. To consider the confidentiality of any items discussed during the meeting</p>	

None.	
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10. DATES OF NEXT MEETING		
Monday 23 rd June 2025	13.30 – 15.30	Kelford School

Minutes approved

CHAIR	SIGNATURE	DATE