



**Kelford School Academy Council  
Monday 1 December 2025 at 13:30  
Kelford School**

<b>Those Present</b>	<b>Role</b>	<b>Initials</b>
Sarah Mullhall	Headteacher	SM
Sacha Schofield	Executive Regional Director, Chair	SSc
Paula Williams	Executive Regional Director	PW
Lynn Heeley	Parent Governor	LH
Rachael Leech	Teaching Staff Governor	RL
<b>Apologies:</b>		
Eleanor Robinson	Staff Governor (Non-Teaching)	ER
<b>No Apologies:</b>		
Samantha Crookes	Parent Governor	SC

1. APOLOGIES FOR ABSENCE	Actions
1.1. To receive apologies for absence  Apologies were received for ER.	
1.2. To accept apologies for absence  Apologies were accepted for ER.	
1.3. Confirmation of Vice Chair  Vice Chair appointment to be revisited next meeting. <b>ACTION: Clerking services to Support for community governor(s) recruitment.</b>	<b>ACTION: CLERKING SERVICES 16/03/26</b>
2. OUTSTANDING ACHIEVEMENT AWARDS	
2.1. Presentation to Staff Nominee(s)  SM gave recognition to staff members for exceptional contributions, including new teachers and support staff. Notable mentions: Harriet Buckley, Joanne Wiley, Katie Webster, Amy Johnson, Emma Shadwick, Sam Watkin, Abbie Lomas and communication lead Sam Cooper.  <b>ACTION: SM to forward on Best We Can Be Awards for record.</b>	<b>ACTION: SM 05/12/25</b>
3. ITEMS OF URGENT BUSINESS	
3.1. Chair to determine any items of urgent business to be considered  None.	
3.2. Confirmation of Resignation – Sarah Slowe-Parent Governor  Governor resignation was confirmed.	
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 ACADEMY COUNCIL LOCAL GOVERNANCE MINUTES	
5.1. To approve the minutes of the following meeting:  The minutes of the meeting held on 14 July 2025 were approved as a true and accurate record.	
5.2. Review of Action Tracker  Action tracker reviewed and updated. <ul style="list-style-type: none"> <li>• Attendance Confirmation: Governors to confirm attendance or absence with reasons prior to meetings.</li> <li>• Vice Chair Appointment: Deferred to next meeting due to low attendance.</li> </ul> <b>ACTION: Clerking services to send reminder invites out before meeting for governors to confirm attendance.</b>	<b>ACTION: CLERKING SERVICES 08/12/25</b>

<p>5.3. Matters arising from the Minutes</p> <p>None.</p>	
<p><b>6. ITEMS TO BE CONSIDERED</b></p>	
<p>6.1. Headteacher Report</p> <p>SM provided an update on leadership activities, including the review of the school dashboard in line with the new Ofsted toolkit, adoption of the perspective package for self-evaluation and ongoing training for school leaders, with a focus on revising SEF and SIP priorities.</p> <p><b>Leadership &amp; Management:</b></p> <ul style="list-style-type: none"> <li>• Reviewing dashboard in line with new Ofsted toolkit; completion expected by term end.</li> <li>• Purchased premium Perspective package for SEF and SIP updates.</li> <li>• 173 pupils on roll (increase of 19); projected 184 for September 2026.</li> <li>• Modular building in use; second classroom planned for January.</li> <li>• Significant demand for places, especially from Barnsley (24% of consultations).</li> <li>• Ongoing discussions with Local Authorities and Trust regarding capacity challenges.</li> </ul> <p><b>School Improvement Priorities:</b></p> <ul style="list-style-type: none"> <li>• Launch of AI tools for teacher workload and planning.</li> <li>• Curriculum development including progressive play scheme for complex learners.</li> <li>• Pupil Premium strategy in progress; publication by 31 December 2025.</li> <li>• Safeguarding focus on Single Central Record compliance.</li> <li>• <b>Action: SM to organise Carl to present on new curriculum pathway development at the next meeting.</b></li> </ul> <p><b>Facilities:</b></p> <ul style="list-style-type: none"> <li>• Major pool repairs scheduled for summer.</li> <li>• Plans for outdoor area improvements underway.</li> </ul> <p><b>Quality of Education:</b></p> <ul style="list-style-type: none"> <li>• Strong QA processes: focus on writing development and Talk for Writing approach.</li> <li>• Maths identified as an area for improvement; staff training and resources being implemented.</li> </ul> <p><b>Behaviour &amp; Attitudes:</b></p> <ul style="list-style-type: none"> <li>• No suspensions recorded; proactive interventions and strong family engagement noted.</li> </ul>	<p style="text-align: right;"><b>Action: SM 16/03/26</b></p>

<ul style="list-style-type: none"> <li>Increased challenges at post-16; transition planning in place.</li> </ul> <p><b>Attendance:</b></p> <ul style="list-style-type: none"> <li>Coding for part-time timetables under review to ensure compliance.</li> </ul> <p><b>Personal Development:</b></p> <ul style="list-style-type: none"> <li>Successful rollout of “50 Things” initiative.</li> <li>Pupil Parliament active; recent visit from MP Sarah Champion highlighted student engagement.</li> </ul>	
<p>6.1.1 Appendix 1 – Updated SIP</p> <p>This was circulated for information prior to the meeting.</p>	
<p>6.1.2 Appendix 2 – School SEF</p> <p>This was circulated for information prior to the meeting.</p>	
<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>The school’s budget is reported as healthy, with ongoing coloration with the finance and compliance officer to maintain this position.</p>	
<p>6.4. Teaching Staff Appraisal outcome report</p> <p>Document for information.</p>	
<p><b>7. TRUST MATTERS</b></p>	
<p>7.1. Trust Verbal Update of Key Issues</p> <p>PW gave a brief overview of Trust matters:</p> <ul style="list-style-type: none"> <li>Ongoing growth of Nexus Trust; new schools joining delayed due to DfE capacity.</li> <li>Ofsted framework changes noted, pupil premium reporting guidance forthcoming.</li> <li>Head Teacher report format to align with new Ofsted headings.</li> </ul>	
<p><b>8. ANY OTHER URGENT BUSINESS</b></p>	
<p>8.1. To consider any other urgent business agreed by the Chair.</p> <p>SM informed Kelford to receive donation approx. £45,000 from Sarah Bailey’s trust fund. Proposal to use funds to refurbish sensory/light room in her memory.</p>	
<p><b>9. CONFIDENTIALITY &amp; RISK</b></p>	
<p>9.1. To consider the confidentiality of any items discussed during the meeting</p>	

None.	
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<b>10. DATES OF NEXT MEETING</b>		
Monday 16 March 2026	13:30 – 15:30	Kelford Academy
Monday 22 June 2026	13:30 – 15:30	Kelford Academy

**Minutes approved**

<b>CHAIR</b>	<b>SIGNATURE</b>	<b>DATE</b>
Sacha Schofield		