

## Reporting a Governor visit to Kea School

<b>Name</b> SIMONE STEVENS	<b>Date</b> 22 <sup>nd</sup> January 2018
<b>Purpose of visit</b> Attendance check with Head Teacher	
<b>Links with the School Improvement Plan/ 20 Questions</b>  With reference to Govenors Twenty Questions – are we having an impact on the outcomes for pupils?	
<b>Governor Observations and Comments</b> The Headteacher has a firm handle on the attendance of the children at school and is engaged with those that record poor attendance. Her knowledge of the pupils is such that a child with poor attendance can be discussed and the attendance can often be explained at once –for example, the child had surgery, had numerous hospital appointments and when not explainable the attendance has been challenged and there is documented evidence to support this.  Kea recorded an attendance of 95.8% with a government target of 95% (ideally 96%). We currently do not have an Education Welfare Officer assigned to the school due to her hours having been reduced, but the lead Francis Valentine, EWO for the area is in the process of recruiting new staff. The Head is hoping that support will improve once this person is in post sometime later this term.	
<b>Behaviour</b>  The meeting took place in the Headteacher’s Office, there was no contact with the children during this visit.	
<b>Safeguarding.</b>  The Headteacher is fully engaged with the children and families who have poor attendance and maintains regular contact with those families and any external agencies as required. During this meeting the HT did highlight that the FSM children (11 in total) had a lower than average attendance of 91% and that this is being challenged and scrutinised by the school.	
<b>Any issues for the governing</b>  There has been a change in the rules for recording an absence; medical appointments can now be logged as such and the timings logged, whereas they had previously been logged as a half day absence.  The school send home attendance figures for every child each term in the form of a colour coded attendance chart, with a robust message about the impact of poor attendance and the compounded impact that minor absences have on attainment. The Governing Body need to be supportive of this initiative and support the Head in the matter.	