



Head teacher: Rosalind Owen Telephone: 01865 241476
 Email: office.3216@st-michaels-oxf.oxon.sch.uk

**Minutes of a Virtual Meeting of the Full Governing Body
 Thursday 1st October 2020 at 7pm**

Due to COVID 19 virus, virtual meetings will be held for the foreseeable future.

The meeting opened at 7pm

Item	Discussion	Action
	<p>Present: Catherine Archard (CA) (Associate Member) The Rev. Elaine Bardwell (EB) (Foundation), Chair Chris Brewer (CB) (Local Authority), Vice Chair Judith Davies (JD) (Staff) Hal Drakesmith (HD) (Foundation) William Hogg (WH) (Parent) Freda Hughes (FH) (Foundation) Simon Jones (SJ) (Co-opted) Tara Lynch (Parent) Rosalind Owen (RO) Head Teacher Lydia Robinson (LR) (Foundation) Barbara Smith (BS) (Foundation) George Southcombe (GS) (Foundation)</p> <p>In attendance Judy East (JE) LA Clerk</p>	
1.	<p>Welcome, apologies and quorum EB welcomed everyone to the virtual meeting.</p> <p>An apology for absence was received and accepted from Lynden Guiver (Foundation).</p> <p>The meeting was quorate.</p>	
2.	<p>Declaration of any urgent business There was no urgent business.</p>	

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Signed Date

3.	<p>Declaration of business/pecuniary/other interests in agenda items and Annual return of declaration of interests None declared. JE will send Annual Returns forms for Governors to complete and return to JE.</p>	JE/All Governors
4.	<p>Governance Business (a) <u>Election of Chair and Vice-Chair</u>: EB was elected Chair for the academic year 2020-21.</p> <p>No nominations were forthcoming for Vice-Chair; EB asked Governors to think about this before the next meeting; it will be an item for the next Agenda. Meanwhile, CB was thanked for all his support and work as previous, excellent, Vice-Chair. It was suggested that some duties might be shared around Governors while the vacancy remains.</p> <p>(b) <u>Standing Orders of Governing Body</u> : Standing Orders were approved – they are on Governor Hub and have not changed.</p> <p>(c) <u>Register of pecuniary interests</u> : JE will circulate the forms.</p> <p>(d) <u>Committee appointments</u> : SJ agreed to continue as Chair of Resources Committee. CB agreed to continue as Chair of Curriculum Committee. FH agreed to continue as chair of Community and Safeguarding Committee.</p> <p>Membership of Committees was confirmed as : <i>Resources</i> – SJ, HD, LG, WH, RO, CA + Kaye <i>Curriculum</i> – CB, EB, FH, TL, GS, LR, RO – next meeting 4th November at 7 pm. <i>Community & Safeguarding</i> – FH, LG, TL, RO, BS + representatives from Pre School (and other bodies)</p> <p><i>Admissions</i> – FH, LG, RO, JD</p> <p><i>Complaints</i> – LG + Governors as appropriate</p> <p><i>HT Performance Management</i> – EB, SJ</p> <p>(e) <u>Governor responsibilities</u> : <i>SEN</i> - GS <i>Safeguarding</i> – LG <i>Pupil Premium</i> – FH <i>Health & Safety</i> – SJ as chair of Resources Committee <i>English</i> – FH <i>Maths</i> – CB <i>Science</i> - HD <i>PE</i> – FH</p>	<p>All Governors/Next Agenda item</p> <p>JE</p>

	<p><i>Early Years – HD</i> <i>DT – WH</i> <i>Creative Arts – LG</i> <i>Languages – CB</i> <i>RE & Collective Worship – EB</i> <i>PHSE - TL</i></p> <p>(f) <u>Safeguarding for Governors</u> : Governors were asked to confirm to JE that they have read the Safeguarding Policy and Keeping Children Safe in Education, Parts I & II + Annexe.</p>	All Governors
5.	<p>Minutes of Meeting held on 27th August 2020 Minutes of 27th August were approved.</p>	
6.	<p>Matters arising from the Minutes of 27th August 2020</p> <p>(i) <u>Neighbourhood Church</u> : Noted Neighbourhood Church is not using the Hall now.</p> <p>(ii) <u>Roof Leak</u> : The leak was in the Catherine Wheel Centre. It is still an issue but Kaye is taking forward with the Diocese.</p> <p>(iii) <u>John Garne Way</u> : Pavements are very busy with parents coming in and going out – Staff to discuss (re Covid situation) solutions.</p>	Staff to discuss
7.	<p>Covid-19 assessment of current situation The Risk Assessment is being followed and classes are in bubbles. The LA gives weekly briefings for headteachers on Tuesdays which keeps them up to date with the current situation. So far in Oxfordshire there have been 30 cases of Coronavirus in schools, but that is out of nearly 400 – there is a help line to contact first and a very clear process.</p> <p><i>Q. Does our Risk Assessment need updating?</i> A. RO will update and bring to the next meeting. RO confirmed that the procedures are working, but will look again at John Garne Way. Noting that cases are going up in the City, EB said well done to staff for all their efforts. RO confirmed there has been a rise in the infection rate primary schools will be the last to close.</p>	RO – RA for next meeting
8.	<p>Headteacher Report The following were highlighted :</p> <ul style="list-style-type: none"> • <u>Attendance</u> – quite healthy. Children have left and there aren't many joining but Reception is full and we have 192 children in school. There is lower attendance in KS1 because of Covid-symptoms. <p><i>Q. Is poor attendance among the usual families?</i> A. In some cases, yes, but some children have really improved attendance on last year.</p>	

	<ul style="list-style-type: none"> • <u>Staffing</u> : There have been some new appointments to TA positions • <u>Chromebooks</u> : We would like to obtain more chromebooks for the school. The PTA would like to do this at their first fund-raising. The issue is if we have a lot of children not in school we don't have capacity to give them all Chromebooks if they need to study from home. There might be some help from the Government but they will probably be only for FSM children. School has ready funds to order Chromebooks with the hope that the PTA can help funding. <p>Q. <i>Why not set up a funding page for children who need them?</i> A. The PTA Chair are putting things in place.</p> <ul style="list-style-type: none"> • PE – Adam continues as specialist coach. JD has arranged a karate teacher, who started today. • Assessment & Pupil Progress – More than half of every class are behind where they should be in reading and maths in comparison to where they should have been if they had been in school full time. <p>Q. <i>Will that be fed back to parents?</i> A. Yes. Parent consultations will start next week with feedback to parents. Even where we know that parents were able to give a lot of support, the children are not uniformly where we expect them to be. Teachers have things in train to help support the children.</p> <p>Q. <i>Do we know anything about the children who have left the school (Y7s)?</i> A. Of the children we've seen, most seem quite happy, including those who struggled the most at home; it seems that transition to secondary school went smoothly.</p> <p>Q. <i>Did you get any feedback of where they were when they left?</i> A. This is mixed, half the class did come into school from June and were able to have some catch-up in advance of starting in Year 7. It was clear that some children who came in for the last few days of the school year only had made very little progress.</p> <p>Q. <i>Would you usually do assessment at this time?</i> A. Formal summative assessment is usually carried out near the end of each long term. We chose to assess children at the start of September so that we had a clear idea of how much they needed to catch up.</p> <p>Q. <i>Do we know how many households aren't fully equipped?</i></p>	
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	<p>A. We had a partial response to our questionnaire to parents and we can ask again. CB added that perhaps school should be more proactive and identify how many Chromebooks are needed (currently school has 29). At a cost of c.£200 the school should maybe order in 30 more.</p> <ul style="list-style-type: none"> • CPD opportunities – These are listed and are quite wide-ranging. • External Scrutiny – OFSTED are conducting school visits as an information gathering exercise. • School Improvement– Liz Burton will be support school improvement through the LA again this year, Lorraine Kingsman will facilitate head teacher appraisal and Karen Metcalfe continues as our Diocesan Adviser. We aim to work with her on the school’s Christian vision • Safeguarding – Policies have been updated in line with KCSIE Sept 2020 and staff training is ongoing. Throughout lockdown meetings have been held with Social Services including for child protection. • SEN/Pupil Premium/Mental Health – Through the Summer period, two children were given EHCP’s. We will be applying for two more children this year. Additional funding was received for some children new to the school. 	
9.	<p>School Evaluation Framework/School Improvement Plan It has not been possible to complete all last year’s SIP targets. RO will bring a revised SIP and SEF to the Curriculum Committee, which will come to next FGB.</p>	RO
10.	<p>Pupil Progress and Attainment See above about proportion of children who need to catch up, but plans to support them are progressing.</p>	
11.	<p>Policy and Guideline Documents Each Committee to look at the appropriate policies and bring back to FGB for approval.</p> <p>Resources Committee recommended Grievance, NQT, and Safer Recruitment and School Meals Policies. These were approved and remaining policies will go to the next FGB.</p>	
12.	<p>Safeguarding See HT Report above. Training has been done with Staff.</p>	
13.	<p>Health and Safety Discussed at Resources Committee last night – no issues to report.</p>	
14.	<p>Committee Arrangements 2020-21 Already discussed.</p>	

15.	Correspondence None.	
16.	Date of Next Meeting Thursday 19 th November, 7 pm. Noted that the 29 th April 2021 meeting will be changed to Wednesday 28 th April 2021.	
17.	Other Business (i) Noted that RO will be speaking to a parent about flexible schooling. <i>Q. How flexible – what do they want?</i> A. I don't know, they haven't told me. But one of school's main objections is the impact this can have on the class teacher and the rest of the class.	

The meeting closed at 8.35 pm.