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**Minutes of a Virtual Meeting of the Full Governing Body
 Thursday 11th March 2021 at 7pm**

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

Item	Discussion	Action
	<p>Present: The Rev. Elaine Bardwell (EB) (Foundation), Chair Chris Brewer (CB) (Local Authority) Judith Davies (JD) (Staff) Lynden Guiver (LG) (Foundation) Hal Drakesmith (HD) (Foundation) William Hogg (WH) (Parent) Freda Hughes (FH) (Foundation) Simon Jones (SJ) (Co-opted) Tara Lynch (TL) (Parent) Rosalind Owen (RO) Head Teacher Barbara Smith (BS) (Foundation) George Southcombe (GS) (Foundation) Catherine Archard (CA) Deputy Head Teacher (Associate Member)</p> <p>In attendance Judy East (JE) LA Clerk</p>	
1.	<p>Welcome, apologies and quorum The meeting opened at 7 pm. EB welcomed everyone to the virtual meeting. An apology for absence was received and accepted from Lydia Robinson (Foundation). The meeting was quorate.</p>	
2.	<p>Declaration of any urgent business There was no urgent business.</p>	
3.	<p>Declaration of business/pecuniary/other interests in agenda items None declared. The Register of Interests is on the website.</p>	
4.	<p>Governor Business Noted that HD has applied for a new term of office as Foundation Governor. EB reported that Carinne Piekema has agreed to be a</p>	

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Signed Date

	Foundation Governor – she has a child in Y2. With the new Governor there will be a full complement of Governors.	
5.	Minutes of the meeting held on 28th January 2021 Minutes of the meeting held on 28 th January were approved.	
6.	Matters arising from the Minutes of 28th January 2021 There were no matters arising from the Minutes of 28th January.	
7.	<p>Pupil Progress and Attainment</p> <p>This was discussed at length in the Curriculum Committee meeting. Children were formally assessed in December using teacher assessment and formal tests. There has been progress, including making up some of the ground lost in the previous school year. Details for each year group were presented in a separate paper. Writing continues to be the area where most children are below age-related expectations.</p> <p>The next round of teacher assessment will be just before the Easter break, with particular emphasis on identifying the children who have been most affected by the latest lockdown.</p> <p><i>Q In the absence of SATs, would you consider some other form of assessment?</i></p> <p>A.Yes. We will formally assess the children in Year 6 and Year 2 for reading, writing and maths, using past SATs papers. We will not be administering the SPAG paper, but will assess spelling. We will also assess the children in Reception using the new statutory framework for EYFS as a guide and we will also administer a past phonics test for Year 1. Year 4 will be taking the multiplication tables check. We feel that it is important to report children’s attainment in comparison to previous national levels to parents as well as to have this data available for internal use to measure progress and to plan for teaching priorities for individual and groups of children.</p> <p>EB commented that it was good the children had made up some ground and that it will be interesting to see whether the on-line teaching since January has had an impact.</p>	
8.	<p>Headteacher Report</p> <p>RO’s Report, previously circulated, was received.</p> <p><u>Attainment & Pupil Progress</u> : The vast majority of children have engaged with on-line teaching since January. Many children made good progress in the Autumn term but there is still considerable ground to make up. It is aimed to start the Nuffield Early Language Programme for qualifying Reception children as soon as possible and a staff member has increased their hours to allow for this.</p>	

	<p><u>School Roll</u> : 194 children are currently on roll. 16 receive support for SEN, 15 are eligible for free school meals and 18 are eligible for Pupil Premium. Children who are abroad have engaged to some extent with on-line teaching. School remains in regular contact with them.</p> <p><u>Staffing</u> : Almost all members of staff have been in every day since January. A Deputy Head will be recruited for September. Deepest gratitude goes to Mrs Archard who will be leaving at the end of the school year. She is a very thoughtful and creative teacher who will be much missed. Governors joined in with thanks for all CA's support. It was noted that 3 Maternity Leave Teachers have all requested to return part-time.</p> <p><u>Admissions</u> :The vast majority of Year 6 children have received their first-choice secondary place, the majority at The Swan School. Confirmation of applications for Reception places had just been received; the number of applications is reportedly down across the city. The Admissions Committee will be meeting next week to allocate places.</p> <p><u>Covid Risk Assessment</u> :The whole school risk assessment has been amended to reflect re-opening from 8th March. All control measures since June are still in place.</p> <p><u>CPD</u> : Continues to be conducted on line, which is generally cheaper and more time efficient than in person training.</p> <p><u>Curriculum</u> : Each area in turn will be looked at after Easter during staff meetings. Our School Improvement Lead will be visiting next week and there will probably be a briefing from OCC about OFSTED next term.</p> <p><u>Safeguarding</u> : RO continues to work with social services to support particular families. There has been an incidence of on-line abuse among children which has required engagement from the parents of the children involved.</p> <p><i>Q. Re SEN – OCC Education Psychology Service has suspended non-statutory work – have they said why?</i> A. It was brought up at the Headteachers' meeting, the service currently only has the capacity for statutory work. RO will ask for more information at the weekly OCC briefing meeting.</p> <p>EB commented this is a time when other (external) services are needed more than ever.</p>	Admissions Committee
9	<p>School Improvement Plan 2020-21 RO reported that some progress has been made towards this year's targets, but a number of areas will need to be addressed in the next school year. EB pointed out that Curriculum Committee can continue to review progress.</p>	Curriculum Committee

10.	<p>Compliance</p> <p>(a) <u>Covid Risk Assessment</u> : The Risk Assessment has been updated to follow the latest guidance and staff lateral-flow testing.</p> <p><i>Q. Re lateral-flow tests, if there is a positive case in a family what should the family do?</i></p> <p>A. They should get a confirmatory PCR test, if this is positive the family should follow current guidance about isolation.</p> <p>CB queried the guidance that primary aged children should not be given lateral flow tests – RO will query this with the LA</p> <p>(b) <u>Safer Recruitment Policy</u> : The Policy was approved, having been reviewed at Resources Committee.</p> <p>(c) <u>Health & Safety Policy, Part IV</u> : The Policy was approved, having been reviewed at Resources Committee.</p>	RO
11.	<p>Safeguarding</p> <p>Covered earlier in the agenda.</p>	
12.	<p>Health & Safety</p> <p>Covered earlier in the agenda under Head Teacher’s Report.</p>	
13.	<p>Governor Learning & Development</p> <p>The Clerk will circulate details of Spring/Summer courses.</p>	Clerk
14.	<p>Governor Visit Reports</p> <p>Noted that visits to school are not possible the moment.</p>	
15.	<p>Committee Reports</p> <p><i>Resources Committee (19/1/20)</i> : Minutes were circulated in January The Committee met last week The c/f is significantly more than anticipated, this is because of double counting of the cost of maternity leave teachers. The current c/f is c£145K and is unlikely to be clawed back. The unspent funds will be used in 2021/22, which will be particularly helpful for providing interventions for children. Unspent specific government grant money will be ringfenced. EB commented that this is a good position to be in.</p> <p>Noted with much regret that the school will be saying goodbye to CA, who has given ample notice which gives time for recruitment. It was agreed to seek a permanent Deputy Headteacher from September, with interviews being held after Easter: HD and GS volunteered for the interview panel.</p> <p><i>Community Safeguarding Committee (12/10/20 and 10/02/2021)</i> : 2 sets of minutes were received. Noted that TL is to stand down and was</p>	

	<p>thanked for all her work. The vacancy will be an item for the next FGB meeting.</p> <p><i>Curriculum Committee (3/2/20)</i> : The Committee had looked at statutory requirements for remote learning and it was agreed the school was providing a good offer for children, but it has been a heavy workload for teachers.</p>	
16.	<p>Other Business</p> <p>BS reported that on her recent induction training it had been mentioned that Governors usually have a Mentor. FH agreed to be a new Governor Mentor.</p>	FH
17	<p>Correspondence</p> <p>None.</p>	
18.	<p>Date of Next Meetings</p> <p>Wednesday 28th April at 7 pm (Budget Meeting)</p> <p>Thursday 27th May at 7 pm</p> <p>Governors thanked Staff for all their hard work.</p>	

The meeting closed at 8.32 pm