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**Minutes of a Virtual Meeting of the Full Governing Body
Thursday 19th November 2020 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), Vice Chair Judith Davies (JD) (Staff) Hal Drakesmith (HD) (Foundation) Lynden Guiver (LG) (Foundation) William Hogg (WH) (Parent) Freda Hughes (FH)(Foundation) Simon Jones (SJ) (Co-opted) Tara Lynch (TL (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 The meeting opened at 7.07 pm. EB welcomed everyone to the virtual meeting. An apology for absence was received from Catherine Archard (Associate Member). 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.</p>	
4.	<p>Governance Business (a) <u>Terms of Reference</u> : Terms of Reference are on Governor Hub and were approved with the following exception:</p>	

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Signed Date

	<p>Admissions: point 6 is the same in all TORs but is not the case for Admissions. Most Admissions meetings are called at very short notice to deal with in-year applications. It was suggested that the 2nd sentence be replaced to reflect that. This was agreed.</p> <p>(b) <u>Attendance Record 2019-20</u> : Noted - RO will put on Website.</p> <p>(c) <u>Register of Business Interests</u> : RO had circulated a questionnaire – most Governors have responded – the link is on Governor Hub.</p> <p>(d) <u>September 2020 Safeguarding Policy and KCSIE</u> : Governors need to confirm they have read and understood – on Governor Hub under the same link as 4(c).</p> <p>(e) <u>Governor Vacancy</u> : Noted there is 1 Foundation Governor vacancy – EB will take forward.</p> <p>Noted that a Vice-Chair is needed to take responsibility for checking correspondence, website and policy compliance, and to Chair the FGB if Chair of Governors is not available. EB and SJ are HT Performance Management Governors.</p> <p>In the absence of a Vice-Chair, it was agreed to split the duties: SJ said he would be willing to Chair FGB meetings if EB is unavailable, FH volunteered to monitor correspondence and LR will monitor compliance.</p>	<p>RO</p> <p>EB</p>
5.	<p>Minutes of the meeting held on 1st October 2020 Minutes of the meeting held on 1st October were approved and EB will sign.</p>	
6.	<p>Matters arising from the Minutes of 1st October 2020</p> <p>(i) <u>PTA Fund-raising</u> : Noted this is underway : a crowd-funding page has been set up and money is coming in.</p> <p>(ii) <u>Flexible schooling</u> (item 17) : RO met the parent and they decided against it.</p>	
7.	<p>Pupil Progress and Attainment Taken under item (8) below.</p>	
8.	<p>Head Teacher's Report</p> <ul style="list-style-type: none"> • A number of children have joined school since the start of the year • Attendance is good, with improvements by previous poor attenders. A few children are isolating and joining their class through Google Meet <p>Q. <i>Do all Governors know the Admissions Policy is out for consultation, as is required every 7 years?</i> A. It went out to parents and a range of stakeholders in an e-mail for</p>	

	<p>consultation. The wording in the missive sent to parents doesn't really invite comment. JD will resend with amended wording.</p> <ul style="list-style-type: none"> • The Covid Risk Assessment has been revised in line with the new Covid lockdown rules. • School is continuing to have activities virtually and from outside providers who maintain strict social distancing. e.g. the drumming workshop, virtual tours of Pitt Rivers and Museum of Natural History. • Swimming remains on hold. • Pupil Progress : the table in the Head Teacher's Report gives teachers' most optimistic estimate of where their classes might be at the end of the year, this will be further clarified by the results of assessments in December. <p>Q. <i>37% for Y2 maths at the start of the year, but 83% projected for the end of the year – how feasible is this?</i></p> <p>A. Most staff were being quite ambitious about progress, but things may change if classes are forced to close. Teachers are focusing hard on getting children where they need to be and we need to do more for Pupil Premium children.</p> <ul style="list-style-type: none"> • Virtual parent consultations took place using Zoom, which almost all parents were able to access. Teachers are using Class Dojo to share class specific information and Matthew Lindars will lead a phonics information evening for Reception parents. • Chrome Books are on order. • Remote meetings have continued with social services as necessary. • Anti-Bullying Week is this week. • Special Needs – the number has gone up, now 16 children across the school. • The number of Pupil Premium children has increased across the school. <p>SJ commented that it is astonishing that it is such a normal HT Report, and staff should be very proud of everything they have achieved so far this year.</p> <p>Q. <i>Are any staff feeling stressed?</i></p> <p>A. Yes, there are, this was more pronounced in the first lockdown. It is important to recognise that the situation means an additional low level of stress for all staff. Some also have circumstances that make them and/or their families more vulnerable. Generally, staff are reasonably sanguine and we are just getting on and supporting each other. It feels different because we can't see each other as much and the classes are all operating in separate bubbles. People are still taking the time to be kind and considerate and working together.</p>	<p>JD</p>
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	<ul style="list-style-type: none"> There was a discussion about the support provided for children with high need and the staff who work with them. 	
9.	<p>School Self Evaluation 2019-20 It was agreed that the SEF is a clear summary of the previous year – what was achieved and what still needs to be addressed.</p>	
10.	<p>Strategy Review Deferred for discussion in January : Governors are asked to read the strategy documentation carefully and look forward for the next 3 years.</p>	All Governors
11.	<p>School Improvement Plan 2020-21 Noted that the main focus of the SIP is to get children back on track. Lorraine Kingsman suggested that it is more realistic to do this over a 2-year period. Other areas of focus are the further development of the English curriculum and embedding changes to Foundation subjects as well as our Christian ethos and values and good mental health.</p> <p><i>Q. Can you rely on targets for the end of the school year in the light of Lorraine Kingsman's visit?</i></p> <p>A. Targets are based on where children were in February 2020. We know that these are ambitious and may have to be adjusted in December. EB commented that it will be interesting to see how much progress children they make between September and the end of the year, but there is a lot of work to be done.</p>	
12.	<p>Compliance</p> <p>(a) <u>Pupil Premium Report</u>: noted that detailed spending for last year is still to be included in the Report. The Report went to Curriculum Committee. Governors approved the Pupil Premium Report.</p> <p>(b) <u>Governors' SEN Report</u> : The Report went to Curriculum Committee. Governors approved the SEN Report.</p> <p>(c) <u>Policy and Website Status</u> : Noted that there have been minor changes to what needs to be on the website – RO will update.</p> <p>(d) <u>Policies to note</u> :</p> <p>(i) RSE – This is a work in progress. Samantha Hastings has done a lot of work developing the new RSE curriculum.</p> <p>(e) <u>Policies for approval</u> : The following Policies have been reviewed by Committees:</p> <p>(i) Acceptable Use and loan of devices (ii) Admissions 2022-23 (iii) Children with medical needs who cannot attend school (iv) Designated LAC Teacher (v) On-line Safety (vi) First Aid</p>	RO

	<p>(vii) Intimate Care (viii) Peer on Peer Abuse (ix) Positive Handling (x) Protocol for Children Working from Home (xi) RE (xii) Safeguarding</p> <p>Q. <i>Are there any Looked After Children at the moment?</i> A. No. RO is the designated teacher.</p> <p>The above Policies were approved, with the exception of Admissions 2022-23, which is out to consultation.</p>	
13.	<p>Safeguarding Noted that there are a number of families where social services are involved at a low level, the majority of meetings are held virtually. There are no Child Protection cases. RO will complete the annual Governors Report and distribute it before the deadline of 31 December 2020.</p>	RO
14.	<p>Health & Safety All the checks continue to be done. RO and JD will be meeting in the new year as RO is handing over to JD. JD is joining relevant training.</p>	
15.	<p>Governor Learning & Development Noted RO has put Diocesan Training Schedule on Governor Hub and Governor Services training is also there. GS has done SEND training since the last meeting and recommended the on-line training courses.</p>	
16.	<p>Governor Visit Reports None.</p>	
17.	<p>Committee Reports All committees have met. Minutes are on Governor Hub. SJ reported, re Resources Committee, that everything is on track with the budget.</p>	
18.	<p>Other Business (i) <u>Brookes Student Village</u> : Noted a new consultation will be coming out. JD reported receipt of an e-mail about this but no plans have been released yet – an updated is not expected until 26th November. (ii) <u>Christmas Carol Service and Nativity</u> : These will be held virtually at the end of term and circulated to parents. (iii) <u>INSET Day</u>: will be on 18th December. This is being used for staff to prepare school for January.</p> <p>Governors sent their congratulations to staff for doing a brilliant job during lockdown.</p>	

19	Correspondence None.	
20.	Date of Next Meeting Thursday 28 th January, 7 pm on Zoom.	

The meeting closed at 8.45 pm