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**Minutes of a Virtual Meeting of the Full Governing Body
 Thursday 18th November 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) Hal Drakesmith (HD) (Foundation) Lynden Guiver (LG) (Foundation) Freda Hughes (FH) (Foundation) Simon Jones (SJ) (Co-opted) (Vice-Chair) Tara Lynch (TL) (Parent) Rosalind Owen (RO) Head Teacher Carinne Piekema (CP) (Foundation) Lydia Robinson (LR) (Foundation) Barbara Smith (BS) (Foundation) George Southcombe (GS) (Foundation)</p> <p>In attendance Judy East (JE) (LA Clerk) Emma Martin (EM) (Deputy Head) (Associate Member)</p>	
1.	<p>Welcome and Apologies The meeting opened at 7 pm and was quorate. EB welcomed everyone.</p> <p>An apology for absence was received and accepted from William Hogg (Parent).</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</p>	

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Signed Date

	None declared. The Register of Interests has to go on the website. Governors were reminded to complete the annual return. There is a link to a form for this (and for Safeguarding) on the Governor Hub Noticeboard, posted by RO .	
4.	<p>Governance Business</p> <p>(i) <u>Staff Governor Vacancy</u> : Noted that Judith Davies has resigned; RO will take forward.</p> <p>(ii) <u>Safeguarding Governor Vacancy</u> : LG is still in post but wants to stand down. LR offered to take on the role but would like to learn more about it; she and LG will liaise.</p> <p>(iii) <u>Parent Governor Vacancy</u> : Noted that WH's term of office will be ending soon so there will need to be a parent governor election: RO to organise.</p> <p>(iv) <u>Committees Terms of Reference</u> : Terms of Reference were approved.</p> <p>(v) <u>Standing Orders</u> : Unchanged from 2020-21 apart from Covid adjustments. The Standing Orders were approved.</p> <p>(vi) <u>Attendance Record at FGB Meetings</u>: Governors were asked to check the list for accuracy; it will be uploaded to the Website.</p>	<p>RO</p> <p>LR/LG</p> <p>RO</p> <p>All Governors</p>
5.	<p>Minutes of 30th September 2021</p> <p>Minutes of 30th September were approved, subject to noting that item (3) needs a minor amendment to the wording and item (4) should read that SJ is sole Vice-Chair of Governors as FH is on the staff so is not eligible.</p>	
6.	<p>Matters Arising from Meeting of 30th September 2021</p> <p>(i) <u>Register of Interests</u> : See item 3 above.</p> <p>(ii) <u>Standing Orders</u> : See item 4(v) above.</p> <p>(iii) <u>Safeguarding Policy</u> : Covered under item 12(i) below.</p>	
7.	<p>Head Teacher Report</p> <p>RO's HT Report, previously circulated, was received. Key points discussed included :</p> <p>(i) <u>Attendance</u> : Attendance is slightly down at 95.4%. RO reported that there has been a lot of illness, Covid and otherwise. Years 5 & 6 have been significantly affected by Covid. Home learning is available for children who are absent for Covid-related reasons.</p> <p>(ii) <u>Swimming</u> : Swimming is still not possible because Ferry Pool</p>	

	<p>has not yet reopened.</p> <p>(iii) <u>Assessment & Pupil Progress</u> : External advisor had commented that our children’s attainment was higher than other schools they had visited recently.</p> <p>(iv) <u>Parents & Communication</u> : A KiVa information evening was poorly attended but another meeting is planned.</p> <p>(v) <u>Parent Survey</u> : There were 90 responses – a bit lower than usual. Communication seems to be an area which needs to be revisited. Just over a third of respondents did not know how to contact a Governor, although CB felt this probably wasn’t the case overall. EB suggested having a poster in school explaining what Governors do, and also on the Website and Parent Mail. The comments on pages 10 and 11 are mostly not visible. RO will forward them to governors. RO will also compare the results with those of the previous survey two years ago.</p> <p>(vi) <u>Continuing Professional Development</u> : A variety of meetings and training courses continue to take place.</p> <p>(vii) <u>Curriculum Development</u> : This is ongoing. EM is currently leading a focus on English. A particular aim is to increase the range, quality and diversity of books studied in class. Staff will be trained to deliver discrete reading lessons and these will take place daily for years 3 to 6. On 21 January there will be a staff INSET day focussing on reading. Reading is a topic of particular interest for Ofsted.</p> <p>(viii) <u>Safeguarding and Behaviour</u> : There have been a few incidents but these have been dealt with.</p> <p>(ix) <u>Inclusion</u> : There continues to be a range of support for our SEND children and applications for further support are ongoing. GS has now completed dyslexia and dyspraxia (DCD) training and plans to start a review of SEND provision.</p> <p>(x) <u>PTA</u> : Noted that there is still a vacancy for chair. There will be a Christmas Fayre and one or two other events, including some film nights, but there is currently no capacity to do more.</p>	RO
8.	<p>Pupil Progress and Attainment PIRA and PUMA assessments will take place at end of Autumn Term.</p>	
9.	<p>School Improvement Plan and Self-Evaluation 2021-2</p>	

	RO will be going over the SIP and SEF with staff in the coming weeks: it has been fully discussed by Curriculum Committee.	RO
10.	Governor Strategy Meeting The meeting will be held on 1 st December on Zoom. EB said that she has posted 4 questions on Governor Hub - governors to email EB with thoughts and responses. CP suggested recording responses via Padlet.	All Governors
11.	School Vision and Values Vision comes under Strategy and will be dealt with at the Strategy meeting. Values come under Spirituality: see 12 (ii).	
12.	Policy and Guideline Documents (i) <u>Safeguarding</u> : Noted that the policy follows the LA model policy but is personalised to the school. The Policy was approved. (ii) <u>Spirituality</u> : The policy was approved. (iii) <u>Pupil Premium Strategy Report</u> : the report is now in a different format. RO will meet with CP, then put the finalised report on Governor Hub with a deadline for comments. If agreed, it can be approved by governors at the Strategy meeting on December 1 st . (iv) <u>Admissions Policy 2023-24</u> : The Admissions policy was approved, noting that it has been written in line with new Government guidelines. Q. <i>Does it need to go to the Diocese?</i> A. Yes. RO will forward. (v) <u>Exclusion Policy</u> : The policy was approved, noting that it had already been approved by Admissions Committee.	RO/ Next Agenda item RO
13.	Safeguarding, incl. Safeguarding Report TL did some excellent Safer Recruitment training. There have been a couple of recent safeguarding issues in school which are being dealt with.	
14.	Health & Safety HD pointed out that the car entrance to the school slopes down steeply to the road and bikes and scooters coming out could end up on the road. RO will make it clear that anyone cycling or scooting should take care – cycles and scooters should not be used on school grounds. CP pointed out that people drive into John Garne Way adjacent to the school, and that this part of Marston Road should have a 20-mph limit. EB said there is currently a consultation on making all of Marston Road a 20-mph zone.	

	<p>TL felt that only one outer door at the front entrance (with no second inner door) was not safe enough. RO said it would be impractical to change this but an alternative might be to have a porch, and she would look at this again. The Diocese have funding for capital projects so could be consulted.</p>	RO
15.	<p>Committee Reports</p> <p>(i) <u>Curriculum – 16th June 2021 and 3rd November 2021</u> : Minutes were received and noted.</p> <p>(ii) <u>Community & Safeguarding – 9th June 2021 and 13th October 2021</u> : Minutes were received and noted.</p> <p>(iii) <u>Resources – 22nd September 2021</u> : Noted that the financial forecast for the year is close to Budget.</p> <p>Q. <i>Is there a policy in hand for dogs in school?</i> A. A Risk Assessment is in place and we are covered by the county policy.</p>	RO
16.	<p>Governor Learning and Development</p> <p>TL has done Safer Recruitment training, GS has done two SEND-related training courses, and CB has done Pupil Premium training.</p>	
17.	<p>Governor Visit Reports</p> <p>It is hoped to start visits into school again in the New Year, if it's appropriate.</p> <p>RO would like link Governors to meet/liaise with their subject leaders, who are as follows :</p> <p>English – EM Languages – EM Maths – Matthew Lindars Science – Julia Wilson Humanities – Rachel Buchanan Arts & DT – Kylie Otter RE – Katharine Hampton PSHE – Samantha Hastings Computing – Helen Dandridge</p>	
18.	<p>Other Business</p> <p>There was no other business.</p>	
19.	<p>Correspondence</p> <p>None.</p>	
20.	<p>Date of Next Meetings</p> <p>Strategy – Wednesday 1st December 2021 at 7 pm</p>	

	FGB – Thursday 27 th January 2022 at 7 pm	
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The meeting closed at 8.20 pm