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**Minutes of a Virtual Meeting of the Full Governing Body
Wednesday 25th May 2022 at 7pm**

Item	Discussion	Action
	<p>Present: Caroline Armitage (CA) (Parent) Chris Brewer (CB) (Local Authority) Lynden Guiver (LG) (Foundation) Freda Hughes (FH) (Foundation) Simon Jones (SJ) (Co-opted) (Acting Chair) Matthew Lindars (ML) (Staff) Tara Lynch (TL) (Parent) Carinne Piekema (CP) (Foundation) Rosalind Owen (RO) (Head Teacher) Lydia Robinson (LR) (Foundation) George Southcombe (GS) (Foundation)</p> <p>In attendance Judy East (JE) LA Clerk, Emma Martin (EM) (Associate Member)</p>	
1.	<p>Welcome, Apologies and Quorum The meeting opened at 7 pm. In the absence of The Rev. Elaine Bardwell, Chair of Governors, Simon Jones (Vice-Chair) chaired the meeting and welcomed all.</p> <p>Apologies for absence were received and accepted from The Rev. Elaine Bardwell (EB) (Foundation), Prof. Hal Drakesmith (HD) (Foundation).</p> <p>Barbara Smith (BS) (Foundation) was not present.</p> <p>The meeting was quorate.</p>	
2.	<p>Declarations of Urgent Business None.</p>	
3.	<p>Declarations of Business/Pecuniary Interests SJ declared that he is an independent governor at Oxford Brookes.</p>	

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Signed Date

	The register is on the website.	
4.	<p>Governance Business</p> <p>(i) <u>2022-23 Meeting Dates</u> : RO will take forward after discussing with EB and then e-mail governors.</p> <p>(ii) <u>Future organisation of meetings</u> : It was agreed that the next meeting, on 7th July, will be a hybrid meeting whereby governors who can will attend in person and others may attend virtually. FH will ask EB if she is able to attend.</p>	<p>RO</p> <p>FH</p>
5.	<p>Minutes of Meetings</p> <p>(i) <u>10th March 2022</u> : Minutes of 10th March were approved subject to noting that SJ met with Helen Dandridge (not ML)</p> <p>(ii) <u>27th April 2022</u> : Minutes of 27th April were approved.</p> <p>SJ will sign both sets of minutes electronically.</p>	<p>SJ</p>
6.	<p>Matters Arising</p> <ul style="list-style-type: none"> • <u>Governors' Terms of Office</u> – FH's appointment as a foundation governor has been renewed for a further 4 - year term. SJ will continue as a co-opted governor for a further 1-year term. CB reported that he is undecided whether to continue as an LA governor when his term of office expires in October. • <u>Swimming</u> – has resumed. • <u>PTA</u> – The PTA is now fully functioning. • <u>Speed Limits/Parking</u> – Speed limits near the school are now in force but parking regulations haven't yet changed. C/f to next Agenda. • <u>Budget</u> – SJ signed off the budget on behalf of EB. 	<p>Next Agenda item</p>
7,	<p>Pupil Progress and Attainment</p> <p>SJ asked CB what the overall impression of Curriculum committee was. CB replied that Y2 seem to be struggling but Y6 are doing better – the committee didn't think there was any cause for alarm. RO agreed that Y6 seem to be doing well, but Years 1 and 2 have lost momentum in their learning because of teacher absence. RO/EM have been working with KO in Y2, to implement rapid catch-up. RO was unable to comment on content of Y2 SATs tests as they have been embargoed but said that Y6 tests seemed easier this year.</p>	
8.	<p>Headteacher's Report</p> <p><u>School Roll</u> : 198 children on roll.</p> <p><u>Attendance</u> : Recent guidance on attendance was included with governors' papers. SJ emphasized that governors need to hold the school to account for attendance. RO reported that she has signed up</p>	

<p>for an DfE attendance briefing : because of travel restrictions during Covid, she has been more lenient this year about people needing to go away to see family abroad, but will be less so next year.</p> <p><u>Admissions</u> : The Reception class will be full in September. One child with an EHCP was not confirmed in advance and not on the ranking list. RO has complained about this as admitting the child takes the class to 31. A Y3 place has been offered to a Ukrainian child and there have been two further enquiries for Y3 places for Ukrainians. Y3 numbers are likely to be exceeded but some children are likely to leave. Governors were happy for these children to be offered places.</p> <p><i>Q. Are the children coming in living in catchment?</i> A. The confirmed child is in catchment; RO wasn't sure about the others. There will be additional funding for Ukrainian children.</p> <p><i>Q. Will there be any extra support?</i> A. The language services offered by the local authority in the past are long gone, but the school will provide support – tenacious children will pick up language quickly.</p> <p><u>Staffing</u> : There have been several developments. KS has handed in her resignation and a TA who is an experienced Y1 Teacher is currently taking the class. An advert has gone out for a Teacher in September. EJB has been signed off work, but RO is a trained SENCO and can step in.</p> <p><u>Covid</u> : Covid is now being treated like any other infectious disease. School doesn't have any lateral-flow tests but Pre-School has plenty which school can use if needed.</p> <p><u>Enrichment & Curriculum Activities</u> : These are now in full swing.</p> <p><u>Parents & Communication</u> : Parents are now coming into school and meeting with teachers. They should be coming in for sharing assembly after half term. The International Evening was very successful.</p> <p><u>Safeguarding Review</u> : 1st July – the LA team will come in and check things. RO will ask if they would like either the safeguarding governor or perhaps EB/SJ to attend.</p> <p><u>Inclusion and SEN</u> : RO reported a difficult relationship between school and the LA's SEN Officer. SJ pointed out that if children's needs are not being met governors should be concerned and asked RO to keep governors informed.</p> <p><u>Diocesan Adviser</u> : The Adviser will be visiting on 22nd June; RO will tell EB. SJ proposed that a foundation governor should stand in if EB is unable to attend.</p>	<p>RO</p> <p>RO</p> <p>RO</p>
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	<p><u>Training</u> : ML applied for and received a nature learning grant of £500 to do some training in the development of outdoor provision, which will include Forest School.</p> <p>SJ thanked RO for her very comprehensive and useful Report.</p>	
9.	<p>OFSTED Report RO felt that, generally, the inspector had been very fair. On the curriculum, she had only been involved in the maths discussion. The only targets he set relate to curriculum planning and knowledge assessment and these will be tackled in the new school year. CB confirmed that Curriculum Committee had looked at implications for the curriculum. The inspector had raised some safeguarding concerns and the Community & Safeguarding committee will look at these when they meet in two weeks' time. RO confirmed that she had put right at the time everything the Inspector had raised about safeguarding.</p> <p>SJ thought it was a very good report and wondered what more needed to be done to be an outstanding school. EM felt the report reflected the school very well but didn't mention academic rigour and high expectations – to be an outstanding school we need also need to focus on academic rigour. RO said the July FGB can discuss assessment and how it could contribute to making things more rigorous. SJ suggested this could feed into next year's SIP. It was noted that the report has gone to parents and is on the website.</p>	Next Agenda item
10.	<p>School Improvement Plan 2022 RO reported that there has never been so much staff absence, but the school is not alone in this. 10% of Staff have been off nearly every day, this term, which puts an additional burden on everyone else and takes time out of other things. However certain things have been done, including the values banners. SJ said it would be good to complete as many of the items on the SIP as possible so that the Ofsted action plan can be used from September onwards.</p>	
11.	<p>Governor Strategy Review RO had written a useful summary of the suggestions and priorities discussed at the strategy meeting (on Governor Hub). CB proposed looking at this in the Autumn, which Governors agreed.</p>	Autumn Agenda item
12.	<p>SIAMS Noted that the school is likely to be inspected in the next academic year. KH is our lead for SIAMS but has had a lot of time off and will be on maternity leave from end of September.</p>	
13	<p>Compliance (i) <u>SEN Policy</u> : The policy had been amended based on discussion at Curriculum committee. GS suggested having a link on the website with information about mental health. RO</p>	

	<p>said that SH is the Mental Health lead and she and SH will prepare a statement for the website. Governors approved the policy.</p> <p>(ii) <u>Equalities Policy</u> : RO will take forward in the summer holidays. The policy will go to the Community & Safeguarding committee.</p> <p>(iii) <u>Website</u> : Collective Worship, Curriculum, and Sport and PE report will be on the website for the new school year.</p>	<p>RO</p> <p>RO</p> <p>RO</p>
14.	<p>Safeguarding RO reported that there are serious on-going cases.</p>	
15.	<p>Health & Safety H&S was discussed at Resources committee. There were a lot of minor recommendations from the new H&S officer. RO will report back to the Resources committee with an action plan before the July FGB meeting.</p>	<p>RO</p>
16.	<p>Governor learning & Development No training has been undertaken. SJ reminded Governors to take full advantage of Governor Services' courses, which are free of charge because the school subscribes.</p>	
17.	<p>Governor Visits None. SJ suggested subject link governors could do another visit. RO will talk to teachers about this as most subject heads will be changing. RO will ensure CA has a link subject.</p> <p>FH reminded governors that they can observe assemblies and report back using a Collective Worship feedback form (on Governor Hub in the Governor Visits folder). This is particularly relevant for foundation governors. RO added that governors can also write reports on school events attended.</p> <p>Q. <i>Who is the History Governor?</i> A. George Southcombe.</p>	<p>RO</p> <p>All Governors</p>
18.	<p>Committee Reports</p> <p>(i) <u>Admissions – 15 March 2022</u> : discussed earlier in agenda. Noted that school is over-subscribed.</p> <p>(ii) <u>Resources : 2 March 2022</u> : Not discussed.</p> <p>(iii) <u>Resources : 11 May 2022</u> : A confidential staffing item has resolved itself.</p> <p>(iv) <u>Curriculum : 18 May 2022</u> : CB reported that OFSTED had been the main agenda item.</p>	

19.	Other Business <u>OFSTED</u> : After governors met with the inspector, CP had written a documents of hints and tips about preparing for such a meeting in future. Agreed to include this in the July meeting.	Next agenda item
20.	Correspondence None	
21.	Date of Next Meeting Thursday 7 th July at 7 pm (a hybrid meeting).	

The meeting closed at 8.34 pm.