

Ratified

St Andrew's C E Primary School

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**Meeting of the Full Governing Body
held on Thursday, 7th July at 7 pm at the school.**

Present:

Jude Bennett (JB)	Staff Governor, Head
James Carter (JC)	Parent Governor
Sarah Haden (SH)	Parent Governor
Jo Holmes (JH)	Staff Governor
Bruce Huggett (BH)	Foundation Governor
Helen Kidd (HK – arrived at 7.10pm)	Parent Governor
Gena Leveson (GL)	Co-opted Governor
Fr Darren McFarland (DM)	Foundation Governor, Chair
Chris Morris (CM)	Co-opted Governor
Keith Ponsford (KP)	Co-opted Governor
Roz Smith (RS)	Local Authority Governor
Jennifer Strawbridge (JS)	Foundation Governor

In Attendance: Lucy Dickinson (**LD**) Clerk

The meeting was quorate (12 Governors out of 14 were present).

		ACTION
1.& 2.	Welcome and Apologies for absence Apologies were received and accepted from David Hodgkinson (DH : Parent Governor) and Elizabeth Hurran (EH : Parent Governor). The meeting started at 7.05pm.	
3.	Notified Business: none.	
4.	Pecuniary interests and Declarations: none	
5.	Minutes of meeting held on 28th April 2022: DM went through the minutes of the meeting dated 28 th April which were agreed as a true and accurate record of the meeting, subject to a correction in item 9 – GL is a Co-opted Governor. LD made written corrections to the printed minutes which DM signed and passed to JB for filing. LD to correct ratified version on Governor Hub.	LD - done
6.	Matters arising not covered elsewhere on the agenda Marathon Kids participation figures: JB reported that the figures had been around 35 children taking part regularly when conditions permitted, but that the track had to be shut at times over the winter and use had started to drop off. This activity will not continue next year, but will be replaced with a half-marathon linked to the Oxford Running Club. (7.10pm HK arrived) The 'near miss' accident and subsequent discussions with OCC regarding installation of a barrier were raised, with various other options also being suggested. Someone from the council had visited but the pavement was	

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	<p>considered too narrow to instal a barrier, however RS felt that other alternatives including bollards, or a loop might be possible. She will continue discussing this with OCC and press for some form of safety measures to be installed.</p>	<p>RS</p>
<p>7.</p>	<p>Head Teacher’s report and headline assessment information: the HT report had been circulated via Governor Hub and included detailed information on the transition and handover arrangements between JB and JH. SATs and EYFS results were received and uploaded on 5/7/2022. The school is still anticipating an Ofsted inspection, but recognises that this may not take place this term, so arrangements have also been made to ensure that the new SLT are fully aware of the planning and can demonstrate that they are confident that the school is maintaining capacity and has a clear plan in place for the transition to a new Head Teacher and SLT.</p> <p>JB had included written commentary with the assessment data, and explained to Governors that in keeping with national results, the older children (KS2) had tended to do better than the younger cohorts (KS1 and EYFS). The feeling was that the impact of Covid and lockdowns was less significant for pupils who had already secured basic skills. St Andrew’s results had held up very well at KS2, all being significantly (over 15%) higher than national, and broadly in line with the 2019 results.</p> <p>The new maths scheme was felt to have worked well for lockdown learning, and to have supported the strong results in this area. The figures for pupils achieving greater depth were slightly down, but again are expected to hold up well against the national picture (which is not yet available). JB had tried to use the KS1 results for this KS2 cohort to determine the number of children improving or regressing from this point (again national figures for progress are not yet available), and while these figures are only indicative, they should prove helpful in identifying children who may need support during transition. The outcomes for PP pupils progress were good, with those for the SEND children being more mixed.</p> <p>The KS1 data was less positive, and also more difficult to compare with the most recent 2019 figures as the results for that cohort were low and therefore not a particularly useful benchmark. The current cohort has a high level of pupils with SEND (20%) and includes 13% with EHCPs. Strong support will be required next year, and planning is underway including an experienced teacher and a Fresh Start TA being deployed to help with consolidation of phonics and early reading into writing.</p> <p>Phonics screening: results for Year 1 were down from 91.6% (2019) to 73% and will require consolidation for a targeted group next year. For the Year 2 students retaking the screening this year 2/7 passes and two others made progress but did not meet the threshold. Three children with significant SEND were not entered for the screening. Governors discussed this decision and how it is reported to the LA, and agreed that it was the correct decision for these pupils.</p> <p>EYFS: the percentage reaching a good level of development (GLD) was low, down to 55% from 77.4% in 2019. Covid and lockdowns have had a large impact on this age group, not just for their academic learning, but on social interaction. There is already, and will continue to be, a focus on language acquisition in EYFS, but staff are also thinking hard about the wider approach for this cohort as they more into Year 1.</p> <p>Governors asked:</p> <p><i>Q. What will catch-up look like for this age group?</i></p> <p><i>A. It will include more support and work on phonics and developing the early writing program, but there will also be lots of opportunities for socialisation, PHSE etc. It was noted that national catch-up funding has tended to concentrate on the</i></p>	

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	<p><i>older year groups, particularly to support their readiness for transition to Secondary School, but it is recognised that there is a need to support oracy and social experiences lower down the school. Governors also discussed the lack of life experiences, outings etc. for this age group and the impact which this has on conversational skills and general development.</i></p> <p><i>Q. The HT report mentioned the SEND Green Paper and additional time for the SENDCo to support needs and help in early identification. Could JB say more about how this will be resourced and used?</i></p> <p><i>A. The SENDCo will have an additional half day per week, but this is not intended for spending time on paperwork. The focus will be on having her in classes to work with TAs and teachers supporting pupils with EHCPs and also helping to identify needs amongst other children, particularly lower down the school. There is much evidence to suggest that early identification of needs and intervention can have a significant impact on development and progress.</i></p> <p><i>Q. With regards to the 31 pupils with attendance below 90%, could JB say more about those who had not had Covid (17 children) and whether this level of attendance is a concern?</i></p> <p><i>A. These figures include both authorised and unauthorised attendance, and JB continues to receive relatively high numbers of requests for absence. The new attendance guidelines and expectations for schools come into force in September, but St Andrew's is already proactively doing everything recommended in terms of support and encouragement for families where attendance/school refusal is a known issue. Six families continue to get targeted support from Home Link workers. This situation will need to be monitored and will continue to be a focus for next year.</i></p> <p><i>Q. The slight increase to the length of the school day had been accepted without complaints by parents, but were there any implications in terms of staff cover and any funding to cover additional teaching time?</i></p> <p><i>A. Not currently, but once the statutory teaching hours increase to 32.5 hours in September TAs will be deployed to support key children.</i></p> <p><i>Q. Do all children with an Early Help assessments (EHA) also have a Team about the Family (TAF)?</i></p> <p><i>A. No, there are two children with EHAs who do not have/require a TAF.</i></p> <p><i>Q. The improvement in lunchtime behaviour was noted, could JB explain why this was the case?</i></p> <p><i>A. The staggered lunchbreaks mean that there are less children on the playground, so there were fewer accidents and issues. It was also noted that this appeared to have been good for sports participation, with more children having an opportunity to join in.</i></p>	
<p>8.</p>	<p>SDP/SEF: the transitional SEF document had been circulated, and many of the items covered in the HT report. JB and JH have been working on the new SDP, and JH will be discussing this with the new SLT to shortlist and focus priorities when they come in on 15th July. This will be particularly important if Ofsted don't come until the Autumn term, ensuring that the new SLT and TLR postholders have the opportunity to get up to speed.</p>	
<p>9.</p>	<p>Reports from committees and Governors with special responsibilities:</p> <p>9.1 Teaching Learning Inclusion and Safeguarding: minutes not yet ready due to illness, but much of what was discussed was included in the HT report. The committee had discussed the data which was available at the time, as well as EYFS updates and the changes at Headington Quarry (the Head Teacher is becoming joint Head as the Quarry is federating with Wheatley Nursery School). There was some discussion about the possible impacts on the relationship with</p>	

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	<p>St Andrew's, it is likely that the Head will have less time, and there will be a second contact at Quarry. Transition days to Secondary Schools were also discussed. Minutes to be uploaded to Governor Hub when available.</p> <p>9.2 Finance Personnel Premises (including H&S and Well-being): minutes had been circulated and BH highlighted the main areas of discussion including the personnel changes and appointments, the current status with regards to the boiler, and the discussions around the possible development of an alumni network to include both pupils and staff.</p> <p>9.3 Safeguarding: the Safeguarding group met on 15 June and discussed the KCSIE changes coming in September (including some changes in terminology). The emphasis will include spotting and recording early signs for concern which may not meet the official thresholds. It was reported that CPOMS continues to be effectively used. The group also considered the issue of digital searches and the extent to which these should be carried out when recruiting. Changes to the relationship with the Quarry Nursery will be required (see item 9.1). HK to circulate dates for next year's meetings – these will move to Thursdays so that JH and MW can attend.</p> <p>9.4 Ethos: the group met on 25 May and minutes had been uploaded to Governor Hub. The new Spirituality policy had been finalised, and the Collective Worship policy was reviewed. The recent Spirituality Day on 17 May was discussed, with positive impacts noted for both children and staff. The SIAMs strand on courageous advocacy was considered, with the group discussing and identifying activities which are already done to promote this, as well as potential enhancements. A Governor noted that the introduction of Speakers Corner as part of the oracy work was a good example of this. DM also noted that the group will add a reflective question at the end of meetings to ask what decisions have been made which will further enhance the vision of the school at all FGB meetings. The SIAMs inspection window will open in 2023-24.</p> <p>9.5 Communications: nothing to report at this time – the parent survey will be done in the Autumn term, although if Ofsted do come before the end of term, their survey will be carried out.</p>	<p>KP?</p> <p>HK</p>
<p>10.</p>	<p>Elect Chair and Vice-Chair for 2022-23: LD took the Chair for this item. DM had confirmed that he was willing to re-stand and was nominated by JS. There were no other candidates and DM was duly elected as Chair.</p> <p>SH agreed to stand and was nominated as Vice-Chair, there were no other candidates, and SH was duly elected as Vice-Chair. LD to update Governor Hub.</p>	<p>LD- done</p>
<p>11.</p>	<p>Delegation planner, agree work for committees and committee membership: committee membership to remain as currently, with changes to be considered following any Governor recruitment in the Autumn term. The OCC Schedule of Work is not yet available, this will be circulated via Governor Hub when it arrives, and work for committees agreed at the first meetings in September. Terms of Reference (ToRs) to come back to FGB for sign-off.</p>	<p>LD</p>
<p>12.</p>	<p>Standing Orders: updated version had been circulated via Governor Hub and was agreed by Governors. DM signed and a paper copy was given to JB for filing.</p>	
<p>13.</p>	<p>Governor Code of Conduct: this had been circulated via Governor Hub, and all Governors agreed to abide by the code.</p>	
<p>14.</p>	<p>Chair's items: DM expressed his thanks to JB and all staff and governors for their support in ensuring that the school is in a strong position for September, having successfully recruited. Presentations were made to GL who was thanked for her work on the Governing Body, and to JB for all of her efforts on behalf of the children and staff.</p>	

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15.	Head's items including Health & Safety updates: JB thanked Governors for their help and support.	
16.	Academy status: nothing to report	
17.	Governor vacancies: there are now two Co-opted governor vacancies – both DM and RS have potential candidates, with meetings to take place shortly.	
18.	Governor Training: JS and BH had done Ofsted preparation refresher training, JC will be providing Safeguarding training for JH and MW , as well as generalist training for staff.	
19.	Governor visits: HK did a follow up Safeguarding visit and spoke to a number of children from Years 3 - 6 to ask them three Safeguarding related questions. She got lots of positive feedback, and reported that all children seemed confident that they had trusted adults (not just their own teachers) who they would be happy to speak to if they had concerns. HK will write up reports on this and her earlier visit to speak to staff. She had also done some online safety training done by some of the parents for other parents. This had been useful, but also suggested the potential for more practical sessions based on particular apps.	
20.	Headington Partnership: various year groups have had visits to Windmill and Cheney for a variety of sports and other activities. SH raised the current situation of SASA – she had attended the AGM online and while there are many committed and enthusiastic volunteers who have organised a number of successful events this year, they do not currently have a permanent Chair. The current acting Chair is hesitant about taking on this role, and someone may need some support. It was noted that a named Chair is a legal requirement for a charity. School and Governors to consider what support could be offered.	
21.	Agree dates for meetings 2022-23: these have been circulated via Governor Hub, and all dates and associated folders have been added to the Governor Hub calendar.	
22.	Review of items for next meeting: set priorities for the year (SDP) Governor / staff meeting, register of interests including online version, SDP / SEF, external professional support, challenge and validation, review rolling programme for review of self –evaluation, Budget Monitoring (month 3), Head Teacher Appraisal panel, dates, Pay statement for Head and teachers at 1 Sept Review behaviour principles statement, review complaints policy, policy review schedule.	

The meeting finished at 8.40 pm

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