



## LOCAL GOVERNING BODY MEETING

The meeting was online

13t July 2021 at 6.30 p.m.

### Minutes

<u>Diocesan Governors</u> Claire Page (CP) Chair Elaine Sugden (ES) Duncan Fraser (DF) David Lockwood (DL) Jan Macdonald (JM) James Paulin (JP)  <u>Trust Appointed Governor</u> Iain Horner (IH)	<u>Parent Governors</u> Anne Armitage (AA) Edward Black (EB) Hannah Want (HW)  <u>Staff Governors</u> Jon Jeffries (JJ) Headteacher Dan Long (DLo)  Recording the minutes: Jonathan Smith, OCC Governor Services
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ITEM	TITLE	Action
1.	Apologies for absence and welcome  Apologies were received from Duncan Fraser and Ian Horner Claire Page.  Elaine Sugden had ICT issues that prevented her from joining  The meeting was chaired by Anne Armitage  Anne invited Governors to introduce themselves around the table.	
2.	Declaration of any business or pecuniary interests in agenda items  There were no new pecuniary interests to declare	
3.	<b>GOVERNING BODY BUSINESS</b>  The Governing Body welcomed James Paulin (Foundation Governor).  The terms of office of Duncan Fraser (Foundation) and Jan Macdonald (Foundation) end on 31 <sup>st</sup> August 2021. Both intend to speak to the Diocese about their plans for the future.	

	<p>Governor recruitment: The Governing Body is now at full strength</p> <p>Governor monitoring visits planned or undertaken. The monitoring visits are included within these minutes.</p>											
4.	<p><b>Approval of Minutes of LGB meeting held on Tuesday May 4<sup>th</sup> 2021</b></p> <p>The minutes of the meeting held on May 4<sup>th</sup> were approved</p>											
5.	<p><b>Actions Arising from FGB meeting on Tuesday May 4th 2021</b></p> <table border="1"> <tr> <td>Item 3</td> <td> <p>Appointment of Diocesan Governor <i>This action is complete</i></p> </td> <td>All Govs</td> </tr> <tr> <td>Item 4</td> <td> <p>Fundraising - 'Promises Auction' update</p> <p><i>JJ explained that there was insufficient time to action the 'promises auction' and it will be rescheduled later in the year. Alternatively, he has sent out a letter (with the magnets) to parents asking for them to help support a 'Covid Bounceback' project at school. The school has plans to invest in classroom and playground equipment for younger children and improve the classroom ICT equipment in the more senior years. The cost of the project is £10,000 and £3,600 has been raised so far. JM and JJ have also made contact with a number of local organisations who have, in the past supported the school. This includes Allnut and Baker (a charity), the Churchill Nursing Home and a renown local benefactor. It is hoped that the Trust Fund may also be able to contribute.</i></p> <p><a href="https://www.charitychoice.co.uk/the-allnutt-and-baker-almshouse-and-educational-trust-171205">https://www.charitychoice.co.uk/the-allnutt-and-baker-almshouse-and-educational-trust-171205</a></p> <p><b>A Governor asked if schools had a charity catchment area. It might create bad feeling if a school received help from an organisation in another school's 'patch'.</b></p> <p><i>JJ explained that school always attempted to avoid such conflict. For example, he would not personally contact organisations in Eynsham for exactly this reason.</i></p> </td> <td>JJ</td> </tr> <tr> <td>Item 7</td> <td> <p>Presentation of AP3 Data</p> <p><i>Governors are advised to refer to IH's excellent summary.</i></p> <p><i>DL explained that Ofsted are interested in two measures, when they visit school. They are interested in the number of children who reach their age related expectations in in all three core subjects - mathematics, reading and writing. They are also interested in</i></p> </td> <td>IH DLo</td> </tr> </table>		Item 3	<p>Appointment of Diocesan Governor <i>This action is complete</i></p>	All Govs	Item 4	<p>Fundraising - 'Promises Auction' update</p> <p><i>JJ explained that there was insufficient time to action the 'promises auction' and it will be rescheduled later in the year. Alternatively, he has sent out a letter (with the magnets) to parents asking for them to help support a 'Covid Bounceback' project at school. The school has plans to invest in classroom and playground equipment for younger children and improve the classroom ICT equipment in the more senior years. The cost of the project is £10,000 and £3,600 has been raised so far. JM and JJ have also made contact with a number of local organisations who have, in the past supported the school. This includes Allnut and Baker (a charity), the Churchill Nursing Home and a renown local benefactor. It is hoped that the Trust Fund may also be able to contribute.</i></p> <p><a href="https://www.charitychoice.co.uk/the-allnutt-and-baker-almshouse-and-educational-trust-171205">https://www.charitychoice.co.uk/the-allnutt-and-baker-almshouse-and-educational-trust-171205</a></p> <p><b>A Governor asked if schools had a charity catchment area. It might create bad feeling if a school received help from an organisation in another school's 'patch'.</b></p> <p><i>JJ explained that school always attempted to avoid such conflict. For example, he would not personally contact organisations in Eynsham for exactly this reason.</i></p>	JJ	Item 7	<p>Presentation of AP3 Data</p> <p><i>Governors are advised to refer to IH's excellent summary.</i></p> <p><i>DL explained that Ofsted are interested in two measures, when they visit school. They are interested in the number of children who reach their age related expectations in in all three core subjects - mathematics, reading and writing. They are also interested in</i></p>	IH DLo	
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	<p><i>progress measures between KS1 and KS2. These are critical areas for Governor scrutiny in 2021-2.</i></p> <p><b>A Governor asked if there was a particular percentage pass rate that Ofsted considered acceptable.</b> DL explained that the floor level is 64% but the school has set a target of 80% in 2022. In 2021, 100% of Year 6 children reached ARE in the three areas.</p> <p><b>A Governor asked how the success of Year 6 would be communicated to the community. Had Year 6 taken SATS, the results would have been outstanding.</b> DL explained that there was no requirement by the DfE to publish this data for parents and it remains ‘unofficial’ in status. However, it could be used to evidence the success of the school’s post-Covid strategy and to allay any fears that parents may have. JJ will include a reference in the newsletter. This will confirm that St Peter’s Year 6 children are particularly well-prepared for secondary school. The message will thank parents for their support.</p> <p><b>A Parent Governor congratulated school leaders on the quality of the end of term reports received this week.</b></p>	
6.	<p><b>EPA (Eynsham Partnership Academy) MAT</b> Any issues or developments to share with Governors</p> <p>There are no new developments to report.</p>	

### SCHOOL IMPROVEMENT

7.	<p><b>HEAD TEACHER’S REPORT</b></p> <p>JJ reported that:</p> <ul style="list-style-type: none"> <li>• Eight children have joined the school this year. There are now 96 children on roll. 7% have SEND and 10% are in receipt of the Pupil Premium. The school will welcome 13 children to the Reception Class in September.</li> <li>• Attendance is excellent (98.1%) and well above national and county levels. Only two children in the school are described as ‘persistent absentees’</li> <li>• There has been one fixed term exclusion this term in response to a more serious issue. All processes and procedures were followed in this regard and the issue has not reoccurred.</li> <li>• School leaders have undertaken 7 ‘Development Drop-ins’ to lessons this term. All have met expected standards.</li> <li>• One safeguarding referral has been made to the MASH this term.</li> </ul>	
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	<ul style="list-style-type: none"> <li>• The budget carry-forward forecast is £21,000</li> <li>• End of KS1 assessments indicate that 71.4% of children have reached the age related expectation in all three areas. 100% of KS2 children have reached their age related expectation in all three areas.</li> <li>• All children have received a school's values magnet wheel for use at home.</li> <li>• In September, the school will welcome Nicola Parson (EYFS TA), Ellen William Sharkey (ECT Year ¾) and Louise Judd (TA and after school club manager). Rob Miles has been appointed Assistant Head Teacher. Rob will be the class 5/6 teacher.</li> <li>• Staff absence has been directly and indirectly affected by the pandemic. However, the school has managed to continue (almost) as normal and has not faced some of the problems experienced by other schools in the area.</li> <li>• An after-school club will be available in the new academic year.</li> </ul> <p>A Governor asked how the school's attendance data related to other EPA schools and the OCC average. JJ explained that once schools return to normal, published comparisons will be made with other schools and against the county average. This data is not available at the moment. He added that attendance this year has been 'the best ever'. Children have tended to avoid infectious disease thanks to better hygiene and social distancing and there have been no term-time holidays.</p> <p>JJ asked that Michelle Glass's outstanding contribution to SEND this year is acknowledged in these minutes. Michelle has been outstanding this year and JJ has made arrangements to give her more time in 2021-2. AA is meeting with Michelle on 14<sup>th</sup> July and will pass on our thanks.</p>	
8.	<p><b>UPDATE: SCHOOL POOL, PARENT ASSOCIATION, COMMUNITY ISSUES</b></p> <p>The new swimming policy is available for scrutiny on GovernorHub. JJ explained that he is in discussion with David Brown at EPA about supervision arrangements.. JJ explained that is some conjecture regarding the range of qualifications required by supervisors. Staff numbers are 'tight' and it will be necessary to provide additional training to volunteers and parents before the pool reopens.</p> <p>A Governor noted that the new policy seems to make the Board responsible for a greater range of issues. JJ added that he understood EPA to have ultimate responsibility for the pool. DL (Health and Safety) confirmed that the pool will not reopen before 2022. He added that, as the pool has been closed for some time, a range of checks will be necessary before it can be recommissioned. JJ will raise all these issues when he meets with David Brown in the new academic year.</p> <p>A Governor reminded colleagues that the pool was collaboratively financed by the village after a tragic incident, and that decisions relating to the long-term feasibility of the facility require great sensitivity even though the incident occurred in the 1970s.</p>	

	SPSA has managed to continue raising funds despite the pandemic. For example, the 'Challenge 100' raised £1,500.	
9.	<p><b>PREVENT DUTY/ HEALTH &amp; SAFETY/SAFEGUARDING</b></p> <p>A five-hour Health and Safety inspection took place last week. Verbal feedback provided at the time was positive. The report is expected before the end of term.</p> <p>JJ made Governors aware of one safeguarding issue.</p>	
10	<p><b>POLICIES TO BE REVIEWED</b></p> <p>There were no policies to approve</p>	
11	<p><b>ANY OTHER URGENT BUSINESS</b></p> <p>Governors thanked Dan Long for his contribution to the school and the Board during his nine years at St Peter's . Dan has enabled Governors to access and understand complex pupil assessment data and this is an achievement requiring great patience! The board wishes Dan good luck at West Witney.</p> <p>There will be a Foundation meeting to discuss SIAMS issues early in September.</p>	
12	<p><b>DATE OF FUTURE MEETINGS:</b></p> <p><b>Governor Meeting dates for LGB meetings 2021/22</b>  <b>Tues 21 Sept 21</b> - School Development plan focus  (w/c 4 and 11 Oct = governor visits to link subjects/areas)  <b>Tues 2 Nov 21</b> - Governor visits focus  <b>Tues 11 Jan 22</b> - AP1 Data focus  (28 Feb/7 March = governor visits to link subjects/areas)  <b>Tues 22 March 22</b> - Governor visits focus  <b>Tues 3 May 22</b>- AP2 Data focus  <b>Tues 12 July 22</b> - AP3 Data focus.</p>	