



NORTH KIDLINGTON SCHOOL
Oxfordshire County Council
Benmead Road, Kidlington, Oxon. OX5 2DA
Email: office.2357@north-kidlington.oxon.sch.uk



Nurturing Potential, Growing Success

Dr Alex Reip – Chair of Governors

Emilie Fidler – Head Teacher

MINUTES

Full Governing Board (FGB) meeting held on Tuesday 28th January 2025 at 7pm at school

Present

Alex Reip – Chair

Carol Carter

Keri Dallimore-Gray, on Teams

Emilie Fidler

Alastair Hosier

James Philpott

Rebecca Pyrah

Charlotte Screnock

Brenda Williams

Alex Waring

Laura Chappell

Parent

Co-Opted

Co-Opted

Head Teacher

Co-Opted

Parent

Parent

Co-Opted

Local Authority (LA)

Co-Opted

In attendance:

Apologies: None

Confirmation of quorum: quorum was met

No.	ITEM
1.	Welcome and apologies for absence No absences.
2.	Declarations of interest None
3.	Notification of any urgent business The Headteacher showed the Governors a video she had made with the children at school in relation to the parking issues outside the school gate. The children shared experiences of negative behaviour from adults towards them or their families outside the school gates. Emilie intends on sharing this video and an open letter from a parent with the school community in the hope it might help stop such incidents.
4.	Approval and signing of the minutes from previous meeting (held 19th November 2024) Approved
5.	Matters arising from the minutes not arising elsewhere AP1 AW has completed all compliance

Signed
FGB 25th March 2025

Date.....
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	AP2 LT has completed safeguarding still needs to complete PREVENT AP3 Solar panel information was shared at the resource committee. It is not a good proposal, so Alex is working on an alternative plan. To see if we can get a 0% loan to cover cost of solar and then work out if the saving from electricity would cover the payback of the loan. The heat pumps are a longer term project that the school are hoping will be funded by the council. Alex will keep governors updated. AP4 Alex is continuing to pursue the council about the Apple classroom and school insulation no new updates. AP5 EF has updated the minutes template. AP6 JP has uploaded his money wise visit report to governor hub. AP7 Assessment of the low wall behind Willow class is booked in on Friday 31st January. AP8 Date has been set for Carol to come and see Spanish being taught in school. AP9 List of medications will be reviewed by James at his visit on Friday. AP10 ECT policy has been updated. AP11 Policies, blogs etc have been reviewed by EF. Governor lists still need to be updated. AP12 Governor diversity information still to be updated by EF. AP13 Safeguarding audits have been completed. AP14 EF raised concerns around the need to complete the prevent risk assessment for the department of education and the amount of time this would take. She will be attending the Kidlington Headteachers meeting and will raise this query. EF will to the Governors at the full governing body meeting. AP15 Safeguarding audit no longer required on the agenda as has been completed. AP16 AR has contacted all parents who have shown an interest in the parent governor role. One person has not responded and another is currently looking at the time commitment and if they can commit to this. The next newsletter will contain an advert for the parent governor role and EF is planning to send this out on Friday (31st January) AP17 RLT meeting minutes have been uploaded.
6.	Headteacher verbal update and review of progress on the updated school improvement plan The School improvement plan was shared with the board and updates were highlighted by EF. The first objective, writing, was covered in depth at curriculum committee meeting. Details of which can be found in the curriculum meeting minutes. The process of deciding which writing scheme to use as a school is moving forward and Emilie has invited curriculum meeting members to the final meeting when a decision is made. OPAL is moving ahead as planned and the Year 1 objectives are almost all complete. The Inclusion room is continuing to move ahead albeit a little slowly. It is hard as the children and schools needs are ever changing making what is needed and what is feasible hard to balance. The school have been reaching out to local special schools and specialist staff for advice and recommendations on how we can support children with significant extra needs in our school. Oxfordshire County Council have also been supporting the school with one child with particularly challenging needs. We currently have 2 children who would benefit from an inclusion room however another 2 children would reject it, again reiterating that an inclusion room is not necessary going to work for all our children with additional needs. The school are currently seeking advice/support from complex needs to help us support 2 of the complex children. Marie Gardner is retiring at the February half term after giving 40+ years of service to the school. All the board would like to express their gratitude for her dedication to the children of north Kidlington over the years. A job advert is going out tomorrow for a new TA for Mondays and Fridays with lunch cover included. The school are also advertising for a class teacher with the aim to have the person in place by Easter. This position is to cover the temporary movement of staff roles due to EF leaving at Easter. EF reports the school have had a positive and focused start to the Spring term.

7.	Approve committee reports All scheduled committee meetings have taken place and reports are available on Governor Hub.
7.1	Resources committee The school has used benchmarking to compare the cost of school dinners with other schools. It was found that North Kidlington is spending significantly more than some other primary schools. Reducing the cost of school dinners without affecting the quality has become a key focus. EF and NM had a meeting with Oxfordshire County Council (the current school dinner provider), and they were very keen to continue providing the service for the school. They advised EF and NM that the school is on a very old contract, which could be revised, and a new quote issued. The leadership team is happy to review a revised contract and quote but is also exploring other options. Oxfordshire County Council confirmed that the appliances would remain at the school even if the contract is not renewed. One such option is a company that offers several benefits, such as managing all the food ordering, which would free up school office staff hours, and providing a daily deli counter that includes jacket potatoes or wraps with a filling of choice. EF particularly liked this idea. However, it was discussed whether this would mean some children would eat the same thing every day, reducing the variety of food they try, or if it could be positive with less food waste if children are able to eat what they really want. Any changes to school dinners would likely come into effect in September, but EF would like to oversee as much of the work involved in this before leaving at Easter. Food waste was discussed as the school has a large amount. A governor who works at another primary school shared that his school has a similar problem. He suggested using a camera on the bin to film what is put in during one lunchtime. This could then be edited to show the children the amount of food that is wasted to raise awareness and possibly prevent some waste. ECO-warriors have been introduced to help reduce the amount of wasted energy the school is using. Two children have taken on the responsibility to ensure all lights, heating, etc., are switched off if no one is using the room. This initiative has been a success.
7.2	Curriculum committee OPAL has now been added to the curriculum agenda at EFs request due to be play being part of the curriculum. Brenda highlighted the lack of importance put on outdoor play in general for children. Highlighting from the OPAL resources the quote that 'in the UK how much space and time outdoors a free range chicken should have is greater than that for children.. EF also noted that there is a law in the UK that every prison has a library, but this is not the case for schools.
7.3	Approval of SFVS (schools financial value standard) Approved. Thank you to Nina Manning for completing this SFVS and this will be signed by the Chair.
8	Headteacher and Acting Deputy Recruitment The draft of the headteacher recruitment pack has been shared with Governors, and some amendments have already been made. AR encouraged governors to send any other amendments or queries as soon as possible, as the position needs to be advertised promptly. Points raised at the meeting included adding key dates such as interview dates, encouraging visits to the school prior to applying, and removing the line 'email for more information' as all the information has been provided.

	AR informed the governors that there needs to be between three and five governors and a local authority member on the headteacher appointment panel. Alex, Brenda, Charlotte, Rebecca, and Alex confirmed they are happy to be part of this panel. The Headteacher from Thames Side School will also be on the panel to support the interview process. Emilie will facilitate show rounds, and potential applicants will be asked to email or call to schedule a time. The office team will inform the governors if any show rounds are booked, and if a governor is available, they will attend as well. A discussion around the timescale of the process was held, and the following dates were confirmed: • The post will be advertised by 31st January. • The deadline for applicants to apply will be Friday, 28th February at 5 pm. • The shortlist meeting with the appointment panel will take place on Tuesday, 4th March on Teams. • Candidates will be notified of the outcome of their application by Friday, 7th March. • Interviews will be held on Monday, 17th March. • Interviews will consist of a teaching-based activity/assembly, a formal interview, and a presentation to the governing board. • Keri will sit in on the teaching-based part of the interview and provide feedback to the board. • SIP will set up a time for a Teams call with her recommendations. AR also made governors aware of the head's recruitment training available through Governor Hub on the 5th of February. The Acting Deputy advert has gone out to staff, with a deadline of the 11th of February for applications.
8.1	Committee Meeting days EF requested that the board consider whether the full governing board meeting could be held on a different weekday. Zoe, who will be Acting Head until September, has a commitment on Tuesday evenings that she would like her to be able to continue during her Acting Headship. AR will send around a doodle poll for potential alternative days.
9	Health and Safety update, including staff welfare James will be visiting the school on Friday for a health and safety visit. Staff welfare is good. Nothing of concern for EF to report.
10	Governance updates Science week ran very successfully this year and utilised the significant funding facilitated by AR. AR to write up his visit and add to Governor hub.
10.1	Governor visits There have been lots of Governor visits over the last few weeks and the chair thanked all the governors for their support and input.
10.2	Governor training completed Headteacher recruitment training will be completed by AR on the 5th February.
10.3	Update on governor vacancies Laura Chappell was appointed as the schools newest co-opted governor.

	Laura will also join the curriculum committee, and Brenda will arrange this. Alex Waring was appointed as the Attendance Governor. The board currently have 4 outstanding governor responsibilities: Governor training, Maths governor Website compliance and whistleblowing governor. The potential to merge some of these roles was briefly discussed. This will be added to the next full governing board agenda.
11	Any other business None
	Meeting closed at: 20:18
<u>Action points</u> AP1 – AR to sign SVFS AP2 – AR to create and distribute a doodle poll for an alternative full governing board meeting day. AP3 – AR to write up his science week visit and add to Governor Hub. AP4 – LT to add merging of governor roles to the next full governing board meeting agenda. AP5 – Brenda to arrange for Laura to attend the next Curriculum committee meeting.	

*Indicates paperwork circulated for this item;