



NORTH KIDLINGTON SCHOOL

Head Teacher: Ms Emilie Fidler

Chair of Governors: Ms Christabel Ashby

Nurturing potential, growing success

MINUTES

Full Governing Board (FGB) meeting held on Tuesday 23rd January 2024 at 7pm at school

Present

Christabel Ashby – Chair
Carol Carter
Kapil Divecha
Emilie Fidler
Alastair Hosier
Rebecca Pyrah
Alex Reip – Vice-chair, via Teams
Charlotte Screnock
Brenda Williams

Co-Opted
Co-Opted
Parent
Head Teacher
Co-Opted
Parent
Parent
Co-Opted
Local Authority (LA)

In attendance: Bryony Thomas, clerk

Apologies: Keri Dallimore-Gray (Co-Opted), Jo Hunt (Staff), James Philpott (Parent)

Confirmation of quorum: quorum was met

No.	ITEM
1	Welcome and apologies for absence Christabel welcomed everyone to the meeting. Apologies were received and accepted from Keri Dallimore-Gray, Jo Hunt and James Philpott.
2	Declarations of interest There were no new declarations of interest.
3	Notification of any urgent business None was raised.
4	Approval and signing of the minutes from the previous meeting (held 14th November 2023)* The minutes were approved, with no amendments, and signed as a true record of the meeting.
5	Matters arising from the minutes not arising elsewhere AP1 – The attendance policy (along with the checklist from The Key) has been proofread and approved by email. AP2 – A quote for the new Apple classroom has been received of £534,000 and one more is expected shortly. Once received, a plan of action can be developed. AP1

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	AP3 – Academisation is discussed below in item 7. AP4 – Emilie has received a ballpark figure for the cost to develop the playground. This figure of £60-80,000 is too high to consider at present with all the other projects that are ongoing. However, Alex will investigate possible funding from an external source. Emilie to send him the link to the article detailing the large donation Dyson recently gave to a primary school. AP2 AP5 – Governor vacancies are discussed below in item 11.3. AP6 – Governors have completed their personal profiles on GovernorHub and a diversity report has been generated and added to the website. AP7 – The personnel and pay and finance and premises committees have been combined to form the resources committee, which held its first meeting last week. Kapil will chair the committee and Carol will take the minutes. Both were thanked for their work to combine the two committees. The new structure will be trialled over the rest of the year. AP8 – The draft minutes for the November meetings of both the finance and premises and curriculum committees have been circulated, for approval in item 8 below. AP9 – Committees have yet to check the relevant sections of the approved delegation planner. Bryony to circulate the planner with the minutes of the current meeting for committees to then check at their next meetings. AP3 AP10 – Brenda has added the slides to GovernorHub of the recent OGA meeting on inclusive schools.
6	Headteacher verbal update and review of progress on the updated school improvement plan (SIP) and self-evaluation form (SEF) There are no major issues to report at present. The number of children with high levels of anxiety are still a problem, and take a great deal of Emilie’s time, particularly first thing in the morning when these pupils each require a different strategy to assist them into school. Governors discussed the problem at some length, which is across all year groups and similarly presents in both genders. The issue is nationwide and has become a much greater problem since the pandemic, when lockdowns and school closure showed children a different way of living. The drive to improve attendance from the Department of Education may start to have an effect, but the anxiety issues around coming into school can be very acute. Emilie and Sarah Müldür, school SENCo, are developing a specific EBSA (emotionally-based school avoidance) strategy for North Kidlington for the end of the year. Sarah supports Emilie with helping children into school on Mondays, Wednesdays and Thursdays, and Zoë Claxton on Tuesdays, but Emilie has found she cannot schedule any meetings before 9:30am. The SEF, which has previously been rolled into the SIP, has been rewritten and can be found on GovernorHub. This proved a very positive document to write, highlighting all the achievements of recent years, and will be a valuable narrative for governors to use during any Ofsted inspection. The updated SIP was tabled at the meeting and has been reworked to include more SMART (specific, measurable, achievable, relevant and time-bound) targets. These should aid governors in holding the school to account. The plan is structured using the current Ofsted framework, but retains most of the original content and runs over 3 years. Highlighted sections indicate new text, and Early Years has been pulled out as a separate entry.

	The value of reading underpins everything and next year the school will carry out a large survey to find out what support is being given at home. Governors were asked to take the new plan away to read at leisure and then email their thoughts to Emilie, who welcomed constructive feedback. At the final FGB meeting of the year, the plan will be reviewed and the items to be rolled on or removed determined, with new targets set. Emilie was thanked for all her hard work on the SEF and SIP.
7	Academisation* A document drafted by Alex had been circulated before the meeting. All possible trusts for the school to join had been listed and then culled to leave a shorter list of more likely candidates. Alex had also been in conversation with the academisation governor at Edward Feild primary school. The document reviews the pros and cons of joining a multi-academy trust and governors discussed these and a possible way forward. It was noted that the LA has a department that will help schools during the academisation process. Advantages of academisation include support with premises and human resources. Disadvantages include the increase in diversity of educational provision resulting in reduced funding overall for schools and TUPE (transfer of undertakings protection of employment rights) and the potential changes to staff contracts, particularly new staff. It was agreed that a working group will be set up to finalise a list of possible trusts, look more at the pros and cons, and draft a set of questions to ask each trust. Parent governors, governors and staff (Nina Manning, representing office staff, a teacher and teaching assistant), plus Emilie, will make up the working group. Emilie will talk to staff and all governors interested should contact Alex. All names for possible members of the working group should be with Alex by 9th February for final collation of the group. AP4
8	Approve committee reports
8.1	Finance and premises – 1 st November 2023* Approved.
8.2	Curriculum – 7 th November 2023; 16 th January 2024* Approved.
8.3	Joint Personnel and pay/Finance and premises – 16 th January 2024* Approved.
8.4	Approval of SFVS (schools financial value standard)* Approved.
8.5	Review committee structure and membership Emilie's appraisal panel is traditionally formed from the pay and personnel committee. It was agreed that the panel will now be determined by the newly formed resources committee but will remain the same at present.
9	Ratification of policies and reports
9.1	Note teacher pay policy* The appendices at the end need updating with information specific to North Kidlington. Emilie to send this information to Carol and Alex, so that they can update the pdf file. AP5
10	Health and safety update, including staff welfare

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	Although teacher workload is a national concern, the strategies implemented by the senior leadership team have meant the school is in a better position than many with regard to workload and staff welfare. The cluster groups have proved an excellent idea. The school is also extremely fortunate in its personnel. Work on the Cedar and Chestnut building will start just before the Easter holidays and it is hoped that this will mean the classrooms and loos will no longer smell.
11	Governance updates
11.1	Governor visits Rebecca and Brenda visited all classrooms together to look at the teaching of humanities. Carol plans to visit to look at music provision and may also look at French. She is also due to visit as safeguarding governor. Christabel will visit the school as the special educational needs and disabilities (SEND) governor as soon as possible. Charlotte and Alex also plan visits in the near future.
11.2	Governor training completed No training has recently been completed. The next Oxfordshire Governors' Association (OGA) meeting is at the beginning of March and details will be circulated when available.
11.3	Update on governor vacancies There are two possible members of the community interested in the vacancies, and these will be followed up. Alex to email the vacancy details originally published on LinkedIn to all governors. AP6
11.4	Update on collection and publication of governor diversity data As discussed, a report has been compiled using data from GovernorHub and published on the website.
12	Any other business Alex has been in discussion with two firms to provide paid solar panels to the school. The second company that he has been in discussion with provides microgrids with panels and batteries and electricity at a considerably reduced price. Governors agreed that a site visit should be booked, Kapil will attend the meeting if possible. AP7 Positive unsolicited approval of the school had been given to one of the governors which was much appreciated by the meeting. Someone will be invited to the next meeting to enable governors to access the school's network. AP8
	Meeting closed at: 8.35pm.

ACTION POINTS

- AP1 – Alex and Christabel to continue to work on the proposal for a new Apple classroom.
- AP2 – Alex to investigate possible funding for development of the playground from an external source. Emilie to send him the link to the article detailing the large donation Dyson recently gave to a primary school.
- AP3 – Bryony to circulate the delegation planner with the minutes of the current meeting for committees to then check at their next meetings.
- AP4 – Emilie to talk to staff, and all governors interested in joining the working group on academisation should contact Alex. All names should be with Alex by 9th February for final collation of the group.
- AP5 – Emilie to send information to update the teachers’ pay policy to Carol and Alex so they can amend the pdf file.
- AP6 – Alex to email the governor vacancy details originally published on LinkedIn to all governors.
- AP7 – Alex to book site visit with solar panel provider, Kapil to attend the meeting if possible.
- AP8 – Someone will come to the next meeting to enable governors to access the school’s network.

*Indicates paperwork circulated for this item

NB: All policies must be reviewed with reference to the approved equality duty statement

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