



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 16th July 2024 at 7pm at school

Present

Christabel Ashby – Chair
Emilie Fidler
Alastair Hosier
James Philpott
Rebecca Pyrah
Alex Reip
Charlotte Screnock
Brenda Williams

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

In attendance: Bryony Thomas, clerk

Apologies: Carol Carter (Co-Opted), Keri Dallimore-Gray (Co-Opted), Kapil Divecha (Parent), Jo Hunt (Staff)

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 Carol Carter, Keri Dallimore-Gray, Kapil Divecha and Jo Hunt.
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 23rd April 2024)* 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 – Alex has continued to investigate possible funding for development of the playground from several local external sources. There is potential funding available at a later date, and he will continue to pursue this matter. AP1 AP2 – Alex has modelled the generation of electricity from the agreed number of solar panels, and there would not be sufficient electricity generated in the winter to run a heat pump. The number of panels agreed to date with SNRG cover the school's current usage, but there is unused roof space.

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	Alex is therefore pushing for more solar panels to utilise all roof space. Following installation, SNRG will assess whether the school requires a battery. If a donor could be found to fund installation of a heat pump, the school's annual energy costs would still drop, despite the cost of electricity being higher than that of gas (the school's current heating system uses gas boilers). Governors discussed the requirements of a heat pump and the costs of any repairs. Alex will continue to work on this project. AP2 AP3 – James met with 123ICT to discuss the issues that governors had getting online at school. He has circulated information to governors on how to access the school's Wi-Fi, and can help anyone still struggling to log on. AP4 – The Curriculum and Resources committees have planned their dates for the coming academic year, and a full meeting schedule has been prepared for approval at the current meeting. AP5 – Charlotte is still to interview Rebecca about her role for the school website, and in addition write a piece about her role as a governor. AP3 AP6 – Alex has continued to chase the council to sign-off on the solar panel installation as a priority, along with confirmation of a new classroom for Apple. Governor Services have assisted with various contacts in the council, so there has been some movement on this action point. Paperwork from SNRG has been provided ready for signature and a survey is to be undertaken. A survey is also required for the new Apple classroom. Alex will continue to work on this project. AP4 It is hoped that the panels will be installed over the October half-term. AP7 – There is possible funding available for improving the school's insulation, as part of the government's sponsored programme for decarbonisation. The county council has the money, but the funding would be a loan rather than a grant and more information is needed before any progress can be made on this. AP5 AP8 – OPAL (Outdoor Play and Learning) provided a questionnaire on play for parents, which has been sent out and the results were tabled at this meeting. A further survey will be done later in the year to look at any change over time.
6	Discuss head's written report, including progress on and impact of the school improvement plan (SIP)* The report had been circulated earlier in the day. Governors questioned the format of the mindfulness day, held the day before SATS started. Each class had a yoga session, as well as a discussion on being mindful. There had also been craft activities, with Year 6 painting a pebble that then sat on their desk during SATS. Governors queried the admissions data, which was correct but was from the previous report rather than from September. The meeting then discussed concerns for pupils being home-schooled and it is hoped the new government will bring in a register of all pupils being educated at home. Currently, only pupils with an education, health and care plan (EHCP) are monitored. Governors then discussed the planned admission numbers (PANs) for the area, with all Kidlington schools having spaces in their Reception classes for next year. There is a disconnect between planners and the council when planning school places. The proposed Yarnton/Begbroke development has plans for two new primary schools despite the spaces available in the local schools, and the wide range of trusts the various local schools belong to does not help with the disconnect.

	Attendance was reviewed, and governors discussed the concerns for two children with persistent absenteeism. There is a daily Teams or Zoom call made as part of the school's duty of care, and the school has done everything it can to improve the situation for both pupils, but the county's attendance team has not been helpful. The level of emotionally-based school avoidance (EBSA) has plateaued and the school has a better understanding of how to help pupils who are struggling. Emilie would like to increase the number of cameras outside the school and governors expressed interest on where these would be sited. One would be on the corner of Cedar/Chestnut to allow a view of the football pitch, one would oversee the playground and one would be for the area outside the community room. Doorbell camera technology allows the purchase of wireless cameras that can connect to the Wi-Fi and run on solar and are not too expensive. The staff survey had found a desire in teaching assistants (TAs) for training and continuous professional development, and governors asked what had been provided. Training in design and technology has been provided this year and there is expected to be a high level of training provided in connection with OPAL next year. In addition, there will be training to support a new pupil with particular needs. Governors also raised the possibility of grants for science training. The Royal Institution can provide continuous professional development training for staff on carrying out experiments and the Oxford Trust seems to do similar. There had been a discussion with TAs to explain the staffing challenges that the school faces and the need for a change in their roles so that they work more 1:1, 1:2 or 1:3 with children with EHCPs and other needs rather than be more class-based. No-one has been made redundant but it may not be possible to retain all staff in September 25. Some staff's hours have been reduced, but these may be increased again, depending on how the new timetable works out.
7	Receive update on attainment and progress data The data was very good, and was reviewed in great detail by the Curriculum committee.
8	Update on academisation from the working group To date, there is nothing to report.
8.1	Approve working group's terms of reference* The terms of reference for the group have been drafted and circulated, with no additional comments received. These were approved.
9	Receive and discuss committee reports
9.1	Resources – 9th July 2024* The draft minutes were noted. An updated letter heading should be used in future. AP6
9.2	Curriculum – 11th July 2024* The draft minutes were noted. The school's progress and attainment data had been analysed in detail using Hello data. Different subsets of pupils were reviewed, and the percentage of pupils showing a greater depth of understanding will be a focus for the future. Results were clearly affected in pupils with poor attendance.

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	The committee discussed which modern foreign language should be taught. The school is considering teaching Spanish, which is not taught at Gosford. French is taught from scratch there, so pupils will not be disadvantaged if they do not learn French at primary school. There is to be a staff meeting to discuss how to proceed and whether teachers feel confident enough to teach Spanish.
9.3	Confirm arrangements for approval of PE and sport premium funding report Keri will prepare the report over the summer holidays ready for approval in September.
10	Safeguarding update There are no matters that need to be discussed at present.
10.1	Review child protection policy and procedures The school has fully implemented the child protection policy and procedures set by the local authority. The new child protection policy will be published over the summer for approval at the next FGB meeting. There will also be an updated version of Keeping Children Safe in Education to be implemented.
10.2	Confirm all staff safeguarding training in place All staff safeguarding is in place. Nichola Mobbs keeps a close eye on all safeguarding training needs. Safeguarding soundbites are used at staff meetings.
11	Health and safety update, including staff welfare There is nothing new to report. The annual health and safety audit went extremely well, with no additional actions required. With regard to staff welfare, there is a high level of exhaustion as it is the end of the year, with several staff unwell. Charlotte will send a card to Jo from the governors to thank her for all her hard work as a member of the governing board. AP7
12	Governance matters
12.1	Elect chair and vice-chair for 1 st September Christabel is stepping down as chair and governor. She was thanked for all her years of service and hard work for the school. Alex was elected chair, with immediate effect. A new vice-chair will be elected in September. Anyone interested in the role should contact Alex.
12.2	Confirm clerking arrangements for September Bryony is retiring from her position of clerk, and was thanked for all her work. The school has signed up with the Oxfordshire Clerking Service for next year.
12.3	Approve meeting schedule for next year* The schedule was approved. The dates for governor meetings will be added to the whole school calendar to avoid future clashes with school events.
12.4	Appoint governors and external adviser for head's appraisal in the autumn Carol, Brenda and Alastair will carry out Emilie's appraisal in the autumn. Rebecca was appointed review governor in case of dispute. David Burrows will be the external adviser.
12.5	Update on governor vacancies

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	There are currently three co-opted governor vacancies. Thomas Player attended the recent Curriculum committee meeting, and was approved as a co-opted governor if still interested in joining the board. There are two other candidates who have expressed an interest in the vacancies. With Christabel's resignation, there will be an additional co-opted governor vacancy. There will be the staff governor role to fill in September, following Jo's resignation from the school. Kapil has indicated he will be standing down as parent governor when his term of office ends at the beginning of October.
12.6	Governor visits Christabel had visited the school as special educational needs and disabilities governor, and will prepare a brief report for GovernorHub. Governors queried whether Sarah Müldür's workload had become more manageable since the changes introduced, which it has, and the changes have been received well by the school community. Alex had been into school to give Thomas a brief tour.
12.7	Governor training completed Brenda has completed safer recruitment training. Alex and Brenda attended a webinar and in-person event, respectively, on headteacher welfare. The slides will be loaded onto GovernorHub once available. Alex has also completed training sessions on finance and successful chairing, and attended a chair's briefing from Governor Services. Priorities for the future will be cyber security and sustainability.
12.8	Confirm GIAS is up to date GIAS is up to date.
12.9	Confirm website compliance The school's website is compliant.
13	Any other business Christabel thanked governors for her wonderful time serving as governor at the school. The school has a very special community and will be missed.
	Meeting closed at: 8.30pm.
ACTION POINTS AP1 – Alex to continue to investigate possible funding for development of the playground from several local external sources. AP2 – Alex to continue to work with SNRG on the installation of solar panels on the school's roofs. AP3 – Charlotte to interview Rebecca about her role for the school website, and in addition write a piece about her role as a governor. AP4 – Alex to continue to chase the council to sign-off on the solar panel installation, along with confirmation of a new classroom for Apple. AP5 – Alex to continue to investigate potential funding for improving the school's insulation. AP6 – The Resources committee to use an updated letter heading for their minutes in future. AP7 – Charlotte to send a card to Jo from the governors to thank her for all her hard work as a member of the governing board.	

*Indicates paperwork circulated for this item

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

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