



NORTH KIDLINGTON SCHOOL
Oxfordshire County Council
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Nurturing Potential, Growing Success

Dr Alex Reip – Chair of Governors

Emilie Fidler – Head Teacher

MINUTES

Full Governing Board (FGB) meeting held on Tuesday 24th September 2024 at 7pm at school

Present

Alex Reip – Chair

Carol Carter

Keri Dallimore-Gray, on Teams

Kapil Divecha

Emilie Fidler

Alastair Hosier

James Philpott

Rebecca Pyrah

Charlotte Screnock

Brenda Williams

Parent

Co-Opted

Co-Opted

Parent

Head Teacher

Co-Opted

Parent

Parent

Co-Opted

Local Authority (LA)

In attendance: Sarah Müldür, SENCo, for item 4, Alex Waring, as an observer and potential new governor, Lucy Theobald, as an observer and potential new clerk, Bryony Thomas, clerk

Apologies: All members were present

Confirmation of quorum: quorum was met

No.	ITEM
1	Welcome and apologies for absence Alex welcomed everyone to the meeting, and introduced Alex Waring, a potential new governor, and Lucy Theobald, a potential new clerk.
2	Annual declaration of all interests – governors to confirm declarations on GovernorHub Governors to complete the declaration of interests section on GovernorHub. AP1
3	Notification of any urgent business There were three brief updates. • The school has been awarded the platinum school games mark for PE. There is no higher award and this has been achieved through all the events attended and the inclusiveness of provision. The award is for 2 years. • The school is to move to teaching Spanish from French following a parent vote (staff were split 50:50). Governors expressed concern for staff with reservations about the teaching of a new language, but the school is proceeding very gently, with staff and children learning together. • A promising candidate has been appointed to cover Ms Bowman's maternity leave, and Brenda and Alex were thanked for their help with the appointment.
4	Keeping Children Safe in Education review – Sarah Müldür Keeping Children Safe in Education is updated every August, with the requirement that all those in contact with children should read the appropriate sections each year. Sarah has already presented a summary of the updates to teachers, teaching assistants and ancillary staff.

Signed
FGB 24th September 2024

Date.....
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	There are only minor changes this year and many of these serve to bring Keeping Children Safe in Education in line with the updated Working together to safeguard children guidance. A key change is the amendment to the definition of early help, now defined as support for children of all ages that improves a family's resilience and outcomes or reduces the chance of a problem getting worse. There is a new paragraph for governors and staff on the use of the Department for Education's data protection guidance, and Lynsey Jones already has this in hand. A highlighted paper copy of the changes is attached to the signed copy of these minutes.
5	Approval and signing of the minutes from the previous meeting (held 16th July 2024)* The minutes were approved, with no amendments, and signed as a true record of the meeting.
6	Matters arising from the minutes not arising elsewhere AP1 – Alex continues to investigate possible funding for development of the playground from several local external sources. AP2 AP2 – With regard to the proposed solar panels, a partner company to SNRG deals with smaller installation projects and there is a survey of the school being completed next Wednesday. This company also installs heat pumps, and the possible replacement of the school's boilers will be explored, dependent on the survey and costs. Installation of the solar panels is unlikely to take place during the October half-term, as originally planned, because the LA have yet to sign off on the project. Once the survey has been completed, it is hoped that the LA will sign and councillor John Howson is being kept informed. Alex to continue to progress this project. AP3 AP3 – Rather than an interview, Charlotte and Rebecca have created a poster about the role of a governor, which was circulated under item 17.3. Any corrections should be sent to Rebecca. AP4 – Alex will continue to chase the council to sign off on a new classroom for Apple. AP4 The required survey by the council has yet to take place. AP5 – Alex will continue to investigate funding for improving the school's insulation, when he has time. At present, any funding available is in the form of loans. AP5 AP6 – The Resources committee will use an updated letter heading for their minutes in future. Emilie will circulate an updated header for all minutes. AP6 AP7 – Charlotte has sent a card to former staff governor Jo Hunt from the FGB to thank her for all her work as a member of the governing board.
7	Elect vice-chair of governors Brenda was elected vice-chair of governors.
8	Confirm range of committees in place, committee membership and appoint chairs and clerks* The committees will remain as they are, with strategy (made up of the chair of governors, head, and the chairs of resources and curriculum) only meeting as required. Kapil finishes as governor at the beginning of October so James will take over as chair of resources, with Carol clerking. Brenda will continue as chair of curriculum, with Rebecca and Charlotte sharing the clerking.
9	Confirm/appoint governors for specific areas of responsibility, including a new chair of the academisation working group*

	Charlotte will take on the role of special educational needs and disabilities (SEND) governor, and a new governor will take on the role of attendance governor. Alex will cover sustainability and cybersecurity, as they fit with his other roles. Other appointments will wait until new governors have been appointed. Appointment of a new chair of the academisation working group will wait until their next meeting. Emilie to ask Zoë Claxton if she would be interested in this role. AP7
10	Approve Curriculum committee terms of reference (Resources terms of reference deferred to November meeting)* The fifth bullet point had been reworded and details of the new clerks will be added. The terms were approved.
11	Agree delegation to individuals, committees or head using the delegation planner* The planner was agreed to be a useful document and the delegation outlined within it will be followed.
12	Adopt NGA code of conduct* The code was adopted. Governors will indicate their agreement to abide by the code using the GovernorHub compliance section. AP1
13	Discuss the updated school improvement plan (SIP) and the priorities for coming year* The previous plan had become unwieldy, so the SIP has been rewritten, keeping the 3-year vision but setting out three targets to achieve over the coming school year. The new SIP was tabled at the meeting. The 3-year objectives overview was discussed, and it was suggested that the second paragraph under behaviour and attitudes move to the leadership and management section. AP8 The three targets for the coming year are as follow. • To improve writing, a new whole school scheme of work will be introduced, and this year will be spent identifying a range of suitable schemes that will then be trialed. This will help ensure staff ownership of the chosen scheme. Any training required for the new scheme will take place in the summer, with introduction of the new programme in September 2025. • To complete year 1 of the OPAL (outdoor play and learning) programme. The OPAL committee will meet for the first time shortly, and comprises the head, two governors, the curriculum lead teacher and two lunchtime supervisors, who will share the role of play leads and have good Early Years experience. • To look at the feasibility of introducing a separate inclusion room to help children struggling to function in a mainstream classroom and ease the isolation of staff working 1:1 with pupils. Staff have already visited the hedgehog room at West Kidlington Primary School, which they were most impressed by. West Kidlington is a bigger site with more children, so the target for this year is to determine whether it would be possible to introduce such a safe and inclusive space at North Kidlington.
14	Ratification of policies and reports
14.1	Approve the pupil premium report* Approved. Governors noted that there is a good system in place that works in providing additional support to pupils as appropriate.
14.2	Approve the PE and sports premium report* Approved. Governors were delighted with the PE provision at the school.
14.3	Approve the SEND information report 2023-24* Approved.
14.4	Receive the designated teacher statement for child protection and looked after children* Received.
14.5	Receive confirmation that there are no looked after children There are no looked after children currently attending the school.

14.6	Confirm a whistleblowing policy/procedure is in place This is in place, with the model LA policy on whistleblowing adopted.
14.7	Discuss and approve the annual school public sector equality duty statement* Approved.
14.8	Confirm compliance with cost of school uniform statutory guidance The school is compliant.
14.9	Confirm compliance with new attendance statutory guidance The school is compliant. The attendance policy is being updated for approval at the next FGB meeting.
14.10	Confirm ratification of all Oxfordshire County Council policies The school will adopt all council policies.
15	Safeguarding
15.1	Approve the Child protection and safeguarding policy* Approved. Governors to confirm they have read the policy using GovernorHub. AP1 Emilie to update the website with the details of the new deputy safeguarding lead replacing Jo Hunt. AP9
15.2	Confirm all governors have completed a DBS check and section 128 check All governors have done so.
15.3	All governors to confirm they have read Keeping Children Safe in Education Part 1 and Annex A using GovernorHub Governors to confirm they have done so using GovernorHub. AP1
15.4	Confirm all governors have completed level 2 safeguarding All governors have completed safeguarding training level 2.
15.5	Confirm all governors have completed prevent duty course 1 (awareness) All governors have completed prevent duty course 1.
15.6	Receive update on ensuring compliance with filtering and monitoring requirements The new filtering and monitoring system is in place and is working well. It is oversensitive, but this does not affect teaching.
15.7	Confirm all staff safeguarding training is in place All staff safeguarding training is in place.
16	Health and safety update, including staff welfare Staff are well at present. The site coped with the extremely heavy rain on Monday, and parents were kept informed of the situation through the day.
17	Governance updates
17.1	Governor visits Brenda visited the school on Friday, and has prepared a brief report. She was struck by the calm, positive and purposeful atmosphere and was particularly impressed by the whole Year 6 maths class she witnessed. Carol has a visit booked with Sarah to discuss safeguarding, and will also visit the school to look at the teaching of Spanish when it has had a chance to get better established. James will be running workshops for Years 4 and 5 on the role of money. Alex will plan a meeting with Lynsey Jones to discuss IT, filtering and monitoring, and cybersecurity.
17.2	Governor training completed or booked None at present.
17.3	Update on governor vacancies incl draft poster for review* There are 3 possible candidates interested in the co-opted governor vacancies. The vacancies for staff and parent governor roles will be advertised. The new poster on the role of a governor was much admired and will be sent out with the next parent newsletter.

	Keri would like to continue as co-opted governor and her term of office was therefore renewed.
17.4	Governors confirm all personal details on GovernorHub are up to date Governors to confirm all personal details on GovernorHub are up to date. AP1
18	Any other business Governors enquired whether there was any news on an additional gate, sited so that pupils can access the school from near the main Kidlington car park, to ease the parking congestion on Benmead Road. The clerk of the parish council has done a great deal of work on this to establish who owns the land that the gate would exit onto, and has established that it is Cherwell District Council. A meeting is therefore planned to enquire whether the school can have the gate. AP10 Kapil thanked the governing board and Emilie for the amazing work they do, and in turn he was thanked for all his hard work as a governor.
	Meeting closed at: 8.30pm

ACTION POINTS

AP1 – Governors to complete the declaration of interests section on GovernorHub, fulfil all compliance checks and ensure all personal details on GovernorHub are up to date.

AP2 – Alex to continue to investigate possible funding for development of the playground from several local external sources.

AP3 – Alex to continue to push through the installation of solar panels on the school roofs, and investigate replacement of the school's boilers with heat pumps.

AP4 – Alex to continue to chase the council to sign-off on a new classroom for Apple.

AP5 – Alex to continue to investigate funding for improving the school's insulation, when he has time.

AP6 – Emilie to circulate an updated header for all minutes, and will look to see if the school can publicise its Ofsted rating.

AP7 – Emilie to ask Zoë Claxton if she would be interested in chairing the academisation working group.

AP8 – Emilie to adjust the SIP, moving the second paragraph under behaviour and attitudes to the leadership and management section.

AP9 – Emilie to update the website with the details of the new deputy safeguarding lead replacing Jo Hunt.

AP10 – Emilie to meet with Cherwell District Council to enquire whether the school can have a gate onto their land near the main Kidlington car park.

*Indicates paperwork circulated for this item;

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