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Minutes of the Meeting of Stanford in the Vale CE Primary School Full Governing Body held at the School on Thursday 5 May 2016 at 7:45pm

### Present:

Janet Warren (JW) –Foundation (Chair)
Jane Braddy (JB) – Co-opted(Vice Chair)
Angela Finn (AF) – Co-opted
Jodi Stenzhorn (JS)– Co-opted
Nona Lewis (NL) – Co-opted
Kate Konschel (KK) – Co-opted
Marie Philpott (MP)-Foundation

Rev Paul Eddy (PE) –Foundation Alistair Thirkettle (AT) - Parent Claire Lewis (CL) - Parent Mike Stene (MS) – Parent Amanda Willis (AW) - Headteacher Kay Adamson (KA) – Staff

Apologies:

Karla Jaegar (KJ) - Parent Amanda Bellerby (AB) – LA In attendance:

Jan Walker (JWa) - Clerk

## The meeting started at 7:55 pm

		ACTION
1.	Apologies Apologies were received and accepted from those listed above. The meeting was quorate	
2.	Welcome new governors/thanks to retiring governor New parent governor, Karla Jaegar appointed. Unfortunately Karla was unable to attend tonight's meeting. Governors gave thanks to Diana Thomas, whose term of office ceased on 21 April. Governors thanked Diana for her contribution to the governing body and JW will pass on flowers and a card from the governing body.	
3.	Declarations of Interest No interests were declared.	
4.	Minutes of last meeting (11 February 2016)  The minutes were agreed and signed as a true and accurate record of the meeting. Signed minutes passed to KK for filing at the School.	
5.	<ul> <li>Matters Arising</li> <li>Governor training – NL advised that Ofsted Inspector Dashboard was closing on 30 September 2016, therefore training no longer applicable.</li> <li>Safeguarding training – PE advised that the Church training he would offer would not necessarily cover the things school governors need to be aware of so would not be suitable. AW asked clerk to organise partnership training</li> </ul>	JW

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		ACTION
	<ul> <li>for September/October 2016</li> <li>Bad Language – AW to organise poster.</li> <li>Pensions – Jenny Whiley, from OCC will be coming to speak to support staff on 9 June. Teachers' Pension Scheme will need to speak to teaching staff and an enquiry for this has to be arranged through IBC. AW will be organising.</li> <li>Children's Centres – JS updated governors that the Centres would be open until March 2017.</li> </ul>	AW
6.	Headteachers Report The report had been circulated prior to the meeting. Points in report highlighted by Chair:  • All curriculum policies updated.  • Planned foundation outdoor area will be revamped in the summer holidays.  • Sports have done really well, lots of different sports and age ranges. Netball team got through to the county final for the first time ever.  • Forest School was really good.  • All actions from the SFVS action plan implemented.  • NL as Safeguarding governor now coming in each term.  • Nick Cornell came into school to observe SLT.  • Sports relief raised £1,100  • Diocesan advisor had been in to observe two RE lessons.  • School had "Rocket seeds"  • HSCLW is currently supporting 14 families.  • Health and Safety Audit was very good.  • All teachers had attended Science through Story telling. AW will add this to the training record.  Governors thanked FOSS for all funds raised and working so hard for the school.  Governors thanked AW for her report.  Governors looked at the report monitoring the Ofsted Criteria that had been circulated at the meeting.  • Data tracking of SEN pupils now updated. Governors asked if interventions were put in place after evaluation by assessment. AW advised that they would continue intervention if they were working or would tweak, she did acknowledge that they do make smaller steps. AW advised that under the new assessment process it is harder to see progress so there are measures in place to show all progress made. Governors agreed this document is very useful and should be added to agenda.	
7.	School Budget 2016/17 Budget circulated prior to meeting. RP&P Committee had met and worked through the budget thoroughly, line by line. KK advised that £30k had been set aside for foundation playground. RP&P recommended the budget to governors, governors approved the budget. Governors thanked KK for making the budget really clear.	

		ACTION
8.	Residential Trips Governors had expressed concern about the cost for trips and asked whether the costs could be reduced or whether parents could be helped with finance. The cost of the current residential is £323. PE advised that the PPC (Public Purposes Charity) in the Village who would consider giving money. AW advised that there was money was in the budget that is available to help out parents and also pupil premium money.  AW advised that the letter that is sent to parents advising of trips makes it clear that they can approach the school if they are struggling with the cost and the school offers very flexible payment terms. FOSS also has given money to help with transport costs.  Parents are also advised they can pay upfront from any year (via parentmail) and it will be banked so that money can build up.  Governors asked that AW again make it really clear to parents of the methods of payment available to them.	
9.	Governors DBS  JW advised that all governors should hold a current DBS. Governors to advise AW of DBS number, date of birth and date of issue. Any governor not currently DBS checked to notify AW so that she can organise.	ALL
10.	Springline Update AW advised there was a new headteacher at Grove and Uffington. Ridgeway did not appoint and was re-advertising. Art displays to be put up in Wantage to celebrate the Queen's 90 <sup>th</sup> birthday.	
11.	Academy Update Talks with Springline resulted in the following options: to join with KA Academy; join FCC Academy; join the diocesan trust; join OCC trust; become an umbrella academy with some of the other Springline Partnership Schools or stay as we are.  It was suggested that a meeting be arranged for someone from some of the options to come and speak to the governors. Governors would give a list of questions they would like them to answer. JW will organise and try to arrange for 23 or 30 June.  AW advised that Stockham, Uffington and Ridgeway are looking at what they get through Springline and what they would get out of forming an umbrella trust. JB advised that Cllr Melinda Tilley was happy to come in to school to discuss what OCC can offer.	JW
12.	Sustainability Action Plan Update Paper circulated prior to meeting Plan had been updated. Eco club will be out and about in the village looking at the environment.	
13.	Neighbourhood Planning Update JW advised that she has received letter from OCC to advise that the feasibility study was only a draft and did not fully address all the issues, they are looking into how to acquire more land.	

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# **ACTION** 14. **Standing Items Committee Reports - Curriculum & Communications Committee** Meeting held prior to FGB meeting. Foundation Stage report discussed. 2. 2016 SIP in progress 3. SIAMS updated 4. Questionnaire responses discussed, more positive responses this year and no major concerns. 5. SEND greater tracker and G&T information • Committee Reports - Resources, Personnel & Pay Committee 1. 3 year budget reviewed by committee, 2. Annual health and safety audit took place on 15 April, The H&S officer reported that all previous findings in the Action Plan had been addressed and that the School continues to perform strongly with health and safety matters. Health and Safety certificate issued. 3. Staff changes, new admin for two mornings a week. Faye on maternity leave from September and the Teaching and Learning role will be fully taken on by Clare Webb. PL leaving at the end of the summer term. More flexible work patterns are being offered in order to retain staff. 4. The PO has been issued for the Foundation playground and work will be completed in the summer vacation. Painting of the hall, corridor, toilets and outside door will also be completed during the summer as well as replacement of the Hall lighting. AW explained that she is looking to implement a single entry into school from September as it will be safer for Breakfast and After School Club as this was a worry for some on the questionnaires and also to protect the new playground area. 5. Policies adopted: Code of practice for writing references

- o Disciplinary procedure
- Grievance procedure

These are OCC standard policies have been reviewed by the union.

#### Link Governor

JB advised not many reports had been received, reminder to all governors to send reports to JB.

### Staff Report

KA advised no concerns and nothing to report, staff all very busy.

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		ACTION
	• Issues from Committee meetings Issue of pronunciation discussed in C&C, 'k' on the end of words ending with 'ing'	
	JW advised that some governors may need to be called upon for an issue and will need to be impartial and have no knowledge of the issue.	
15.	Clerks Items  AW asked clerk who is being appointed as new clerk. Clerk will ask governor services what procedure is.	JWa
16.	AW had a request from FOSS to do refreshments at fete on 16 July, JW, AF and NL offered to help out.  C&C Committee had discussed whether to broach Parish Council to see if they can set up anything up to support families in view of the impending closure of children's centre and also to make them aware of who uses the services of the children centre in the village, what the services on offer are and to make them aware of what the impact the closure will have. Governors were advised that Cllr Melinda Tilley is looking into process of taking over the centres but nothing has yet been agreed. Paper goes to Cabinet on 24 May.  20mph speed limit had been discussed at Parish Council meeting but they need to know where the signs could be placed, JW asked governors to think about suitable places and to let her know.	ALL
17.	Dates of Next meeting Full Governing Body, Thursday 23 June at 7:00pm.	

Meeting closed at 9:30 pm

10/05/16/jw

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