

Headteacher:
Mrs A.J. Willis

Telephone: 01367 710474
Fax: 01367 718429
E-mail: headteacher.3240@stanford.oxon.sch.uk
Website: www.stanford.oxon.sch.uk

Stanford in the Vale CE Primary School
High Street
Stanford in the Vale
Faringdon
Oxfordshire
SN7 8LH

**Minutes of the Meeting of Stanford in the Vale CE Primary School
Full Governing Board held remotely via Zoom
On Thursday 25th June 2020 at 7pm**

Present: Janet Warren (Foundation (Chair)) **JW** Amanda Willis (Headteacher) **AW**
Amanda Bellerby (LA) **AB** Caroline Smith (Parent) **CS**
Claire Lewis (Co-opted) **CL** Jane Braddy (Co-opted) **JB**
Kay Adamson (Staff) **KA** Kate Konschel (Co-opted) **KK**
Elizabeth Ward (Foundation) **EW** Lorna Darrock (Parent) **LD**
Mary Vizoso (Co-opted) **MV** Caryl Oliver (Co-opted) **CO**
Matthew Bullivant (Parent) **MB**

Apologies: Rev Paul Eddy (Foundation) **PE** Craig Goulding (Parent) **CG**

In attendance: Joanna Sanderson – Clerk

The meeting was quorate throughout.

No	Item	Action
1	Statutory Items	
1.1	Welcome JW welcomed everyone to the meeting at 7.05pm and thanked the FGB for agreeing the Policy for Virtual Meeting Attendance.	
1.2	Attendance/Absences/Apologies /Acceptance of Apologies Apologies were received from PE and CG.	
1.3	Quorum Declaration The discussion was quorate.	
1.4	Declaration of any urgent business None.	
1.5	Declarations of Interests None.	
2	Previous Meeting	
2.1	Adoption of the minutes dated 27th April 2020 The FGB approved the minutes as a true record and the Chair will go into the school office to sign them for filing.	JW
2.2	Review of Actions and Matters Arising from the meeting: No outstanding actions for review.	
3	Correspondence None.	

SignedDated
Full Governing Board Stanford in the Vale School

No	Item	Action
4	<p>Headteacher's Report including 2020-2021 SIP <i>The Head Teacher's report was circulated via GovernorHub prior to the meeting and the following points are to be highlighted.</i></p> <ul style="list-style-type: none"> • The FGB remarked how well AW and the staff have managed the current situation. • There will be no leaving assembly for departing staff but on the last day they will stay behind for a socially distanced afternoon tea on the field. A member of staff who left earlier will also be invited back for the occasion. JW will organise a leaving card from the FGB and Governors can contribute to the staff donation if they would like to do so. • KK is organising the Meal Vouchers for the qualifying children over the holiday and is hoping they can be issued prior to the end of term. • Zoom lessons are working well for the year 6 children in both bubbles and children at home are also joining in. Year 1 teachers are undertaking some Zoom lessons across both bubbles. • The Governors reaffirmed that the school should close for the holidays and all staff should have a break. • Subject Coordinators have sent the respective Governors documents through for their subjects, with the exception of Science and Computing which are being discussed over the next two staff meetings. Documents are also uploaded to the website under Curriculum. This does not apply to SEND and Early Years objectives / skills are included on all subject area documents. • Restraint has not had to be applied recently but procedures are in place if needed. • Only one of the leaving TAs is going to be replaced in the next academic year. This was agreed in the budget as monies were only available to replace the 4 day a week TA and the budget does not currently allow for additional TA staff. OCC advice is that a teacher on the upper pay scale will not need TA support due to their experience. There will only be one pupil on an Educational Health Care Plan (EHCP) from September, although should more children on EHCP's join this might then allow for another TA although a lot is being spent on staffing. The FGB discussed that there could possibly be more issues on children's return due to a lack of routine over this period. • More guidance has been received today regarding claiming for grants. Qualifying applications would be capped at £25k. KK is to read the guidance through thoroughly before applying. It was agreed that the school has done more than some others have and should therefore hopefully warrant an increased fund. Potential costs for claiming back were discussed and included the after school and breakfast club income loss, costs of approx £14k; overtime claims to cover a shielding staff member and extra cleaning materials. All costs will need to be proven. • Fewer children returned from year 1 than other years. It was clarified that this was parental choice and on re-offering numbers had increased from 15-20. • Work set is not always being followed at home, and conversely some children may be doing more. It was agreed there will be a lot of adaption on the children's return. • The tree survey is to be followed up due to lock down. • Children's annual reports will be based on their efforts and attainment in March this year. 	<p>JW All KK</p> <p>KK</p> <p>KK</p>

SignedDated

No	Item	Action
	<ul style="list-style-type: none"> The FGB approved the French policy which had been circulated on GovernorHub. <p>The meeting moved to agenda item 7</p>	
5	<p>Budget Update <i>The Budget information was circulated via GovernorHub prior to the meeting and the following points are to be highlighted.</i></p> <p>Review Current Budget including Coronaviru impact</p> <ul style="list-style-type: none"> All normal income has come through as expected (eg pay & pension grant; SEND funding). Income is not coming in from the breakfast and after school club and has cost between £13.5-£14k to support the key worker's children (approx. £200 per week). This provision will have to stop in September as the costs will not be able to be supported. Information has been received regarding a grant application. There is potential for help from PPC. Savings have been made on resources, supply staff costs and school meals for Early Years children. A deposit of £1,800 was made to PGL from the last financial year. The school has not pursued additional payments from parents and PGL are not chasing. It was discussed that there may be a need to claim on the insurance and KK will contact OCC regarding this. There will be changes to staffing costs in September. £1,100 received from the Tesco's token collection will be put towards iPads. 	KK
6	<p>Good Governance</p> <p>6.1 Coronavirus addendum to behaviour policy <i>Circulated via GovernorHub prior to the meeting</i> The FGB agreed the addendum. To be sent home Friday 26th June.</p> <p>6.2 Coronavirus addendum to child protection policy <i>Circulated via GovernorHub prior to the meeting</i> The FGB agreed the addendum. To be sent home Friday 26th June.</p> <p>6.3 SEND Information report Reasonable Endeavour forms have been completed for EHCP children to see if objectives set on the EHCPs are achievable in the current situation. Risk assessments were made and weekly contact sustained. The children are now back in school.</p> <p>6.4 Governor Training – training needs for 2020/2021 MV has completed on line External Data and Pupil Premium funding and recommended this way of learning to the FGB. CL completed Safer Recruitment and is to contact the office to update their records. JW is attending Safer Recruitment in July. Designated safeguarding training is not offered on line.</p> <p>6.5 Pupil Premium report No further update.</p> <p>6.6 Review of the Governors Impact over the year No update at this time.</p> <p>6.7 Governor Action Plan for 2020-2021 Carry forward to September.</p>	

SignedDated

No	Item	Action
7	<p>September Thoughts</p> <p>It is hoped the school will be opening fully in September, however if this is not the case, the classes will be split in 2 with “Group A” attending one week and “Group B” the following week. This is felt to be the best option but will affect working parents. The key worker bubble would also continue in the hall and library. Current guidance will be applied closer to the date and the possibility of regional/local lockdowns will need to be considered.</p> <p>If anything drastically changes AW will speak to JW and CL for onward communication to the FGB.</p> <p>Classrooms will be left as they are at the end of term and any changes can be made in the 2 inset days before the term starts in September.</p> <p>It was confirmed that Ofsted inspections are currently frozen.</p>	AW
8	<p>School Vision</p> <p>The School Vision is “Working together, achieving together”. PE has put his thoughts behind the meaning and proposed a Bible story to incorporate the vision - everyone working together to achieve, using each other’s skills, while overcoming challenges. Paul thought this story would be accessible for all because it could be visually understood by children – literally building a wall. This has been sent to staff, two of who have confirmed they are happy with the story. It was asked if any other stories had been considered and if anyone has any other suggestions they are to contact AW. AW stated Paul put a lot of thought into the story and obviously is the most knowledgeable about the Bible and stories that highlight ‘Working together, achieving together.’ The FGB are to send their thoughts to JW, while AW will communicate further with the staff.</p> <p>Governors all agreed they are happy with the vision statement because it encompasses the school’s strength.</p> <p>The Vision will potentially be looked at further after Christmas.</p>	All All/AW
9 9.1	<p>Delegated Items</p> <p>FOSS update</p> <p>A Zoom meeting was held last week. All events have been cancelled except the bags to school in July. Potential events are scheduled in for next year but unlikely to happen in the Autumn term. The circus has been moved to March 2021. FOSS has committed to donate £4k next year in the budget but not further forward.</p> <p>MB had technical issues between 8pm and 8.10pm</p>	
9.2	<p>Staff report</p> <p>The last 13-14 weeks have been unprecedented but there has always been a plan in place from the point of announcement throughout the closure. TA’s have been fabulous, and have taken on running their own bubbles and teaching. There has been multi-tasking, planning, supporting parents, cleaning, new technology, and so much more but all staff have risen willingly and maintained calmness for the children. Good use has been made of the Millennium Green over this period but it was highlighted that if this area becomes part of the school, there have been issues with rubbish including broken glass. Costs of installing cameras are being quoted through the Parish Council.</p> <p>September will pose its own challenges, and nothing is yet known.</p> <p>The staff are looking forward to the summer break!</p> <p>The FGB reiterated their thanks to the staff.</p>	

SignedDated

No	Item	Action
10	Academy Update No further update.	
11	Springline (SPS) Update Regular communication via Zoom and a Whatsapp group has been useful to remain consistent with year groups returning to school and sharing of documents between the Partnership.	
12	Sustainability Action Plan Update No further update.	
13	Neighbourhood Plan and School Expansion Plan Update Action: To be discussed at each meeting. No further update.	
14	Clerk's Items None.	
15	Date and times of next meetings: 24 th September 2020 at 7pm – AB will be unable to attend 26 th November 2020 at 8pm 11 th March 2021 at 8pm 29 th April / 6 th May 2021 at 8pm 24 th June / 1 st July 2021 at 7pm	

Meeting finished at 8.20pm

JLS 25th June 2020

SignedDated

Full Governing Board

Stanford in the Vale School

Page 5 of 5