



Aston and Cote C.E. Primary School
 Cote Road
 Aston
 Bampton
 Oxfordshire
 OX18 2DU

Tel: 01993 850435
 Fax: 01993 851915
 Email: office.3120@aston-and-cote.oxon.sch.uk
 Website: www.aston-and-cote.oxon.sch.uk
 Headteacher: Mrs Fiona Taylor



**Minutes of the Meeting of the full Governing Body held at the school
 on Monday 23rd April 2018 - commencing 7.00 pm**

Present:	Joe Cox (JC)	Parent Governor
	Peter Dempsey (PD)	Co-opted Governor
	Claudia Harris (CH)	Co-opted Governor
	Matthew Keates (MK)	Parent Governor
	Angela Lavington (AL)	Foundation Governor
	Steve Leonard (SL)	LA Governor
	Marcus Luckett (ML)	Co-opted Governor
In attendance:	Louise Souter (LS)	Staff Governor
	Fiona Taylor (FT)	Headteacher
	Philip Wilson (PW)	Parent Governor
	Melody Chadwick (MC)	Associate Staff
	Lucy Dickinson (LD)	Clerk

Item and description	Actions
37.18 - Welcome and apologies	
AL welcomed Governors to the meeting. There were no apologies (the meeting was quorate), and the meeting opened at 7pm.	
38.18 - Notification of any urgent business	
None	
39.18 - Declaration of interests including update to the register	
There were no declarations of interest. The attendance register was signed and passed to LD for filing.	LD
40.18 - Approval of the minutes of the meeting held on 27 November including part 2 (confidential minutes)	
The minutes were approved, signed by AL and passed to FT for filing.	FT

41.18 - Matters arising not elsewhere on the agenda	
26.17: SL agreed to stand as LA Governor for a further year, and Governors welcomed and approved this reappointment. LD to update Governor Hub and inform OCC.	LD
42.18 - Headteacher's report and whole school data	
<p>The report and data had been circulated, and FT explained that the information was added to during the year (with new content highlighted). FT highlighted the ongoing commitment to staff CPD in spite of budget constraints, and noted that attendance at a recent Read Write Inc. event had resulted in an additional useful contact. Governors asked:</p> <p><i>Q. Is the additional funding applied for specifically for the pupils with SEN, and how is provision being provided in the meantime?</i></p> <p><i>A. Yes, the funding application is for SEN support, but this is being funded as a priority through the existing budget until the application result is known.</i></p> <p><i>Q. How long is this likely to take and are claims backdated?</i></p> <p><i>A. OCC is currently aiming to meet their stated target of 18 weeks for 50% or referrals by June 2018 - in other words there is a significant delay. Claims will probably not be backdated. The EHCP outcome is expected by 26 April, but this does not correlate to additional funding.</i></p> <p><i>Q. The Year 2 data was identified as being an area for concern - how is this being addressed?</i></p> <p><i>A. Team teaching (with support from the English subject leader and FT for Maths) will take place (3 days for English, 5 days for Maths).</i></p> <p><i>Q. Writing results appeared lower than in other subjects - is there any reason for this, and how will it be improved?</i></p> <p><i>A. The writing data is lower than staff would like, but the school does set very high expectations. Benchmarking against other schools will be carried out for years 2 and 6. FT noted that it is also difficult to compare across year groups, as Years 2 and 6 used SATs papers, Years 3,4 and 5 use National Foundation for Education Research (NFER: https://www.nfer.ac.uk/) papers, and Year 1 uses Rising Stars. Staff have identified that the reading and decoding skills achieve via Read Write Inc. are excellent, but pupils now need to work more on comprehension (which will improve results in other subjects as well). This will be a focus area.</i></p>	

43.18 - SDP	
ML agreed to take on the role of PP Link Governor, with a new English Link Governor to be appointed for 2028-19 due to conflict of interest.	
44.18 - Corinthian Partnership	
See confidential Part 2 minutes.	
45.18 - Health and Safety	
MK (H&S Link Governor) is meeting John Haskell (school caretaker and site manager) tomorrow to carry out site assessment. The annual H&S inspection will take place on 10 May, FT confirmed that all issues identified in last year's report have been resolved. Staff had undertaken H&S training earlier in the day.	
46.18 - Distinctiveness as a Church of England school	
AL said that the new SIAMs framework has been published (https://www.churchofengland.org/more/education-and-schools/church-schools-and-academies/siams-school-inspections/new-siams) and would come into force in September. This should be included in an upcoming P&S agenda. The school will be due for inspection in September 2020, and would like to be fully prepared in order to keep its outstanding status. FT reported that a new vicar will be appointed shortly.	LD - agenda
47.18 - Safeguarding	
The code for the external gate (which is shared with preschool) will be updated following a breach.	
48.18 - Budget approval	
The F&P committee had discussed the 3-year budget during the meeting earlier in the evening, and recommended it to the FGB. Governors approved the budget.	
49.18 - Date of next meeting	
FGB: Monday 25 June at 7 pm, SDP setting meeting with staff and Governors - 9 July at 6pm	

The meeting closed at 7.40 pm.

Actions grid

Item	Action	Name and timescale
41.18	SL reappointed - inform OCC and Diocese	LD - May 2018
46.18	SIAMs - new framework to be discussed	LD - P&S agenda

Documents for the meeting	Sent by	Email date
Agenda	LD	27 March 2018
Attendance sheet	LD	tabled
Minutes of FGB meeting on 27 November 2017	LD	December 2017
Part 2 (confidential) minutes from 27 November 2017	LD	tabled
Headteacher's report and whole school data	LD	16 April 2018