



Meeting of the Governing Body of Aston Rowant CE Primary School
Wednesday 7th July 2021 by Zoom @ 18:30

STRATEGY MINUTES

In attendance: Steve Taylor (ST) *Chair*; Alan Melady (AM) *Vice Chair*; Sam Goose (SG); Tom Sowerby (TS); Helen France (HF); Alexi Olsen (AO).

NB: Governor questions are in *red and italics* throughout as evidence of their “challenges”.

1. Welcome, prayer and apologies for absence

Apologies: Des Foote, Sheila Reynolds.

2. Declarations of business/pecuniary interests

None additional

3. Minutes of previous strategy meeting 12th March 2021

Approved

4. Matters arising from the previous meeting

ITEM	ACTION	Responsible person & update
3	Amend report	(KM) No response, ST to follow up
3	Send example documentation	(KM) Action completed
3	Challenge Governor Services on electronic records	(KM) LA seem not able to commit to a decision at present .
3	Share example documentation and policies	(TH) Action completed
6d	Investigate and implement staff survey	(AM) Agreed to repeat Autumn 2021
9	Get accurate figure for capital expenditure pot	(SG) Action completed
9	Obtain accurate quote for fence works	(TS) Action completed
AOB	Investigate editing rights on GovernorHub	(ST) Action completed



Aston Rowant C+E Primary School
School Lane, Aston Rowant, Oxon OX49 5SU
01844 351671

office@aston-rowant.oxon.sch.uk
Headteacher: Mrs Helen France

5. Headteacher Update

HF informed the board that unfortunately a parent of two of the school's pupils had died over the weekend. Support was being provided by a charity (Seesaw) for both pupils and teachers affected. The Rev. Jacky Barr will visit the school on Friday. HF planned to visit the family at their home on Friday. Lord Williams school had been advised about the affected yr6 pupil. Both affected pupils will be in school next week.

TS thanked HF for the excellent immediate actions taken.

As a result of covid testing, recently multiple staff had had to self-isolate. Impacts included the inability to provide 1:1 teaching and absence of office staff. The office manager had given their notice and will leave at the end of the year. The Bursar had offered to provide cover for the immediate future.

HF was investigating options for immediate and long term needs to replace the outgoing SENCO teacher. Support from the LA was available but expensive. Thame partnership support was also a possibility. It was noted that coincidentally the outgoing Foundation Governor Sheila Reynolds also provided SEN expertise. A replacement governor is also needed.

Action: TS to draft an advertisement for a SEN governor.

HF noted that at the LA strategy meeting on 6th July 2021, praise had been given for early years teaching being outstanding.

Inset days.

Agreed 5x days yr. 2021 2nd September & 22nd October. 2022 21st February & 8th June

An extra day's holiday (reducing school days from 190 to 189) has been agreed by DfE to be taken Thursday 21 July 2022. School will break up 20th July 2022.

HF planned to extend school days by keeping the covid start and finish times for 2021/22. i.e., 08:55 now 08:50 & 15:05 & 15:10.

Plan to continue with current Covid until the end of the school year. The DfE covid rules will be followed on start up in September.

HF proposed to continue with the "pupils only" rule for the school grounds at the start and end of the school day for the purpose of maintaining safeguarding for all pupils.

6. Safeguarding\Health & Safety

TS advised that reports had been shared prior to the meeting. There were no questions.

TS advised all to read the DfE publication "Keeping children safe".



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7. Finance

SG provided minutes of the Finance Committee 29th June 2021

SG reviewed the changes to the budget, the good news being wrap around care was now covering costs.

The 'smart boards' used by teaching staff require replacement. Quotes are being obtained. The proposal to replace part of the perimeter fence to be delayed until the impact on the budget is known.

The total number of pupils for 2021/22 is 73 (up from 57 in 2018/19), though this is still an increase it is not as high as the potential 80 pupils identified from the number of applications. The strategy target is 88 pupils.

AM Suggested that we need to add assumptions for pupil attrition into the strategy.

SG stated budget outgoings costs will increase slightly with addition of the new staff. HF added that a grant for the NQT teacher has been applied for.

Action: SG to circulate the 15th July 2021 budget submission.

8. Teaching and Learning Committee Update.

AM circulated the Terms of Reference prior to the meeting. No comments, ToR approved.

Need to plan a programme of governor visits to help review data metrics and gather evidence of performance.

ST suggested that we should involve Rachel Caseby (LA Governor Services Officer) in developing the governor visit programme.

AM will organise a date for the next meeting (post meeting note: Date agreed for 19th July at 3:10 pm.).

9. LA Strategy Meeting

Action ST to share information circulated ahead of the meeting and minutes when available.

The LA support team have agreed that there will be three LA Strategy meetings for the next school year. Also, LA will support one term for English and 2 terms for Maths. They will also provide 3 days for OXIT (SEN) support.



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10. Strategy Review

The SWOT analysis was reviewed:

<p>Strengths Safeguarding much improved – feels much safer for pupils and staff External Governance Review Parental engagement and communications increased Full pupil intake for 2020 & 2021 Early years judged as outstanding Budget control SEN review by the SENCO and SEN governor Identified what we need to do as a team to get to good Weekly newsletter Getting through Covid without closing the school (ca. 50% of pupils in school as parents are key workers)</p>	<p>Weaknesses Fragile budget Ageing infrastructure; significant potential capital costs Knowledge and expertise for teaching and learning governor oversight Workload for staff and governors Pupil numbers 73/88 FGB action management Website – need to ensure compliant</p>
<p>Opportunities Include FGB in development of SDP New teaching team – great potential</p>	<p>Threats Loss of pupils Staff workload/well being COVID</p>

Strategy priorities for 2021/22

1. Leadership and management
2. Teaching and Learning
3. Maths
4. English
5. External governance Review actions
6. SEN/PP/GD
7. Governance
8. Wellbeing staff & pupils
9. Covid



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ACTIONS SUMMARY

ITEM	ACTION	RESPONSIBLE PERSON
1	Amend EGR report	No response from KM, ST to follow up
2	Investigate and implement staff survey	(AM) Agreed to repeat Autumn 2021
3	Draft an advertisement for a SEN governor.	TS
4	Circulate the 15 th July 2021 budget submission.	SG