



Aston Rowant C+E Primary School
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 Headteacher: Mrs Helen France

Meeting of the Full Governing Body of Aston Rowant CE Primary School
Wednesday 31st January 2024 - 6.30pm

Present:

Steve Taylor (ST) Co Opted Governor, Chair
 Helen France (HF) Headteacher Staff Governor
 Tom Sowerby (TS) LA Governor
 Gill Tyler (GT) Foundation Governor
 Alexi Olsen (AO) Staff Governor
 Zoe Batt (ZB) Co Opted Governor
 Sam Goose (SG) Parent Governor

In the absence of clerk support ST took notes of the meeting.

The meeting started at 18.30

		Action
1.	<u>Welcome and Prayer</u> ST welcomed everyone. The meeting was opened in prayer by GT.	
2.	<u>Apologies for absence/Declarations of Interest</u> All present, the meeting was quorate. Some members still need to ensure their declarations are for the current academic year. All to check.	All
3.	<u>Minutes of strategy meeting held on 1st November 2023</u> AM noted that he had been missed off the attendee list ST to amend	ST
4.	<u>Headteacher update</u> HF commented that though there are a number of ongoing issues, she is now able to attend to longer term strategic work in line with the HT role. For the first time the job feels like it should be. Attendance is the key issue, though there is now time to identify key issues and trends. The school vision needs to be reviewed and revised. The PTA is doing a great job for the school. VR headsets have been purchased and will arrive next week. An author known to the PTA has visited the school. ZB: What has brought about this change? HF: Having an office assistant and the departure of a particularly challenging pupil has vastly reduced the time lost to routine, non-HT tasks.	

GRATITUDE RESILIENCE OUTREACH WONDER TRUST HARMONY
'Let your roots grow down into him, and let your lives be built on him.' Colossians 2:7

	TS: This improvement will also be beneficial for all staff.	
5.	<p><u>Safeguarding and Health & Safety Reports</u></p> <p>TS asked if there were any questions from the report ST: Is the safeguarding policy and procedure working, are any amendments required and do we comply? TS: Yes, no and yes. ST: Is it possible to differentiate between the priority of attendance and safeguarding? i.e. Are pupils affected safer in school? TS: In some instances, a pupil may be safer in school. It is not really possible to discern the priority between safeguarding and attendance.</p> <p>ST: What does the acronym AUP stand for? TS: Acceptable User Policy</p> <p>TS: Added that he was currently reviewing ownership for policy review and who should approve.</p> <p><u>Health and Safety Report</u> TS asked if there were any questions from the report</p> <p>No questions</p>	
6.	<p><u>Governor visits</u></p> <p>GT noted that the visit plan was building with dates for visits. The plan will also include the policy and procedure review timetable. TS: The office assistant will send policies to the appropriate owner for review. There is no need therefore to check what and when updates need to be done.</p> <p>The aim is to complete the plan by the summer term.</p> <p>HF commented that the school needs to have constant oversight from the governing body visits.</p>	
7. SIAMS	<p>GT had circulated two key questions the Diocese would expect governors to be able to understand and answer: <i>Can all governors articulate <u>how</u> the theologically rooted Christian vision is the driving force for policies and procedures? (How does the vision impact our work as the GB? Is it central to all we do? Does it determine all policies and procedures?)</i> <i>Do Governors know <u>how effective the school's vision is</u> in ensuring pupils and adults flourish and will be able to respond accordingly? (Can we establish systems to monitor the impact of the school's vision to help 'grow' pupils and adults.)</i> How do we evidence that the school vision is working? Discuss!</p>	

	<p>Answer: From governor visits and staff meetings. After the end of FGB meetings we need to ask ourselves – have we grown, has our staff grown, have our pupils grown?</p> <p>ACTION: TS to provide evidence of staff growth from staff meetings to the FGB.</p>	TS
8.	<p><u>VC to VA update</u> TS has recently learned that the consultation process needs to include an advert in a local paper. The Oxford Mail was suggested by OCC. TS will take this action. TS To ensure the consultation document appears in the Oxford Mail. The next milestone is for the Cabinet Member (OCC Councillor) to decide if this proposal is appropriate. Date of decision 15th May. Though this incurs a slight delay we should be on target to achieve changeover by September.</p> <p>TS reported that there had been 18 responses from the local consultation process. There were no negative comments. Two replies stated they were unsure about the change. HF added that she had talked to the majority of parents about this proposal which may have help alleviate any concerns/address questions.</p> <p>TS requested ST to circulate the Full Statutory Proposal document to all parents.</p> <p>TS stated that the most likely challenge from being a VA school was being able to raise 10% of the costs for future projects. HF stated that to date the school had had to pay 100% of all project costs from the existing budget. TS added that the PTA would not be allowed to contribute to the 10%.</p> <p>In the meantime, governors need to review in detail all the implications for the changeover. TS is currently working with the diocese to clarify responsibilities.</p>	TS ST TS
9.	<p><u>Parent Governor Recruitment</u> ST stated that four parents had expressed interest in joining the governing body. (Post meeting note: There are now 5 applications) for one available position. Therefore, parents need to vote for their preferred candidate.</p> <p>ST planned to send an e mail to all candidates offering them an opportunity to talk to governors about the role and their experience as a governor. AM and ZB offered to respond to any parent request.</p>	ST



	<p>ZB asked that ST be clear about the amount of time a governor needs to set aside for school work.</p> <p>ST would allow a week for parents to come forward for further information then implement the voting process.</p> <p>HF suggest we refresh the governor skill audit. ST agreed to do this.</p> <p>There is also an option to ask if any parent would like to join the governing body as a foundation governor. Foundation governors have to be approved by the Oxfordshire Diocese. ST/AM/ZB to raise this option when in conversation with applicants.</p> <p>GT stated that our rector, Jackie Barr had expressed her interest in joining the GB. ST to contact JB to discuss.</p> <p>TS reminded everyone that the change to VA would require the Constitution to be updated.</p> <p><u>Proposed vision amendment</u> Governors recognised the need to improve the vision statement, the existing version being a little 'clunky'. There followed a detailed and passionate discussion offering numerous modifications to the statement. The outcome of which was for HF to circulate the revised statement for further comment. All comments/amendments to be added by Friday 9th February.</p>	<p style="text-align: center;">ST</p> <p style="text-align: center;">ST</p> <p style="text-align: center;">ST/AM/ZB</p> <p style="text-align: center;">ST</p>
10.	<p><u>Strategy Discussion</u> ZB presented the ppt slides she had prepared after the previous strategy meeting. There was some discussion on the use of the words NOW/NEXT/FUTURE. To clarify meaning it was suggested a fourth column BASELINE is needed to state where we are now 'this year'. The timeline NOW/NEXT/FUTURE is proposed to be a 1-3 year rolling programme with targets dates added as appropriate.</p> <p>ZB reminded everyone who the strategy action owners are:</p> <p>Fantastic Facilities: SG & ST Cracking Curriculum: HF/ZB Super Staff: TS/GT</p> <p>Action agreed: Strategy Owners to develop their strategy and populate the corresponding ppt slide ready to share at the next strategy FGB meeting on the 1st May.</p>	<p style="text-align: center;">SG/ST HF/ZB TS/GT</p>



11.	<p><u>AOB</u></p> <p>ST circulated a copy of the 2023/24 School finance SFVS for approval by the GB prior to submission to OCC by Friday 9th February.</p> <p>Requested amendments:</p> <ul style="list-style-type: none"> • Alternative to the use of the word ‘hiccup’ required. This could be misinterpreted; • Finance Committee 6x year is overstating the current frequency; • Review the response ‘NO’ as considered a clearer answer is required. <p>Approved when amendments implemented.</p>	
12.	<p><u>After Meeting Comments</u></p> <p>ST Noted the light hearted atmosphere throughout the evening’s meeting compared to all previous meetings that were, by comparison, generally fraught with concern for ongoing serious issues which need urgent and important action on a continuous and constant basis. The school has clearly turned a corner – well done all!</p> <p>Therefore, the next strategy meeting agenda will only include strategy-based items. Operational issues would be kept over to the following Business meeting.</p>	
13.	<p><u>Next meeting dates</u></p> <p>27.03.24, 6.30pm, Business 01.05.24, 6.30pm, Strategy 17.07.24, 6.30pm, Business</p>	

The meeting closed at 20:38

S L Taylor