



New Hinksey CE Primary School

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Headteacher: Mrs Charlotte Haynes

Chair of governing body: Harm-Jan Fricke

Minutes of a meeting of the Full Governing Body of New Hinksey CE Primary School 16th February 2022

The meeting started at 6.35 pm.

Item	Discussion	Action
	<p>Present:</p> <p>Harm-Jan Fricke LA governor (Chair) HJF Charlotte Haynes Head Teacher CH Helen Nash Staff Govr HN Fiona Hawkins Co-opted Govr FH Crispin Chatterton Parent Govr CC Samrah Ahmed Parent Govr SA Brad Baines Co-opted Govr BB Denise Tucker Foundation Govr (minutes) DT</p> <p>Apologies:</p> <p>Kieran Cox Parent Govr KC</p> <p>Absent :</p> <p>Miriam Jackson Foundation Govr MJ Richard Bailey Parent Govr RB</p>	
1	<p>Welcome and apologies</p> <p>HJF welcomed everyone to the meeting. Apologies were accepted from Kieran Cox Due to technical issues, Martin Pounce (MP) the Clerk was unable to take minutes. Dee Tucker was appointed Note Taker. The meeting was quorate.</p>	
2	<p>Notification of any urgent business</p> <p>None</p>	
3	<p>Declaration of pecuniary/business interests</p> <p>None</p>	
4	<p>Approval of the minutes of the meeting 14th December 2021</p> <p>The minutes were approved as a correct record</p>	
5	<p>Matters arising not covered elsewhere on the agenda</p> <p>5.1 A short article about the parent governor vacancy and what being a governor involves had been due to be written for inclusion in the newsletter. Nothing had been supplied but CH</p>	

Signed

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	<p>had put together a short paragraph to try and get the vacancy filled.</p> <p>5.2 Yard leaf sweeping: to be arranged</p>	HJF
6	<p>Committee reports</p> <p>6.1 SIAMS working group update and 2nd February workshop outcome.</p> <p>A full report of the SIAMS group meeting on 2nd February had been circulated. Those attending agreed this had been a very constructive day. A Vision statement had been suggested based on the Bible quote Living "Life in all its fulness" (John 10:10). Governors agreed to the Vision Statement suggested by the SIAMS workshop.</p> <p>In order to demonstrate how this relates to other religions, a short statement would be created for each world faith as follows: DT Judaism, CC Buddhism, SA Islam, FH Hinduism, HJF Sikhism</p> <p>After the positive comments made by Karen Metcalfe, Education Adviser at the Oxford Diocesan Board of Education, at the workshop HJF was confident that we had created a very solid Vision Statement to satisfy the SIAMS board.</p> <p>6.2 Resources Committee meeting 25th January 2022</p> <p>A report from the meeting had been circulated.</p> <p>The accounts to end of December were broadly in line with the planned budget.</p> <p>The next meeting of the Committee, 28th April at 4.00 pm, will develop a draft budget for discussion by the FGB on the same day</p> <p>6.3 Performance and Standards Committee</p> <p>6.3.1 Notes of the 18th January meeting had been circulated</p> <p>6.3.2 The Committee had discussed its terms of reference and suggested some minor amendments, mainly relating to paragraphs 20-25, to be replaced with a new paragraph 21. The suggested changes were tabled. The amended terms of reference were accepted by the FGB</p>	DT, CC, SA, FH, HJF
7	<p>Headteacher's Report</p> <p>7.1 Staffing and pupil numbers</p> <p>No staffing changes at present but one part time teacher had handed in her resignation and will be leaving at the end of the school year. One member of staff was on a period of sick leave. Some year groups and classes were of uneven size, adjustments had been made between the relevant classes to the satisfaction of pupils, parents, and teachers, from after the half term.</p> <p>The current, unofficial intake for Reception in September is 15 first choices. This lack of numbers is consistent across our partnership of schools and the city. CH hopes this number will improve by a few by September, as this figure is critical in the preparation of the budget and future funding.</p> <p>7.2 Premises</p> <p>All usual servicing has been carried out on Alarm and Fire Systems, boilers and heaters and play and gym equipment etc.</p>	



	<p>Two boilers have been declared obsolete (note implication for budget expenditure), but are due for being replaced next week in half term.</p> <p>Damp a persistent problem.</p> <p>Building Surveying Team is monitoring the ceiling in the art room for movement. No present danger.</p> <p>7.3 Covid</p> <p>Fortunate not to have had any closures but still seeing cases in pupils, their families and staff.</p> <p>7.4 Attendance</p> <p>Pupil attendance is in line with the times and usual illness (e.g. chickenpox). Governors asked questions about attendance policy and recording of absences: CH explained that the recording of absences was a very complicated exercise with a detailed daily return being made to the DfE by the School Business Manager. The LA provide a summary of the latest overall attendance and absence rates for national and Oxfordshire every few weeks and it seems that New Hinksey's is broadly similar, sometimes slightly above.</p> <p>As a matter of policy, no term time holidays are authorised.</p> <p>7.5 Whole school topic</p> <p>This term's Amazing Authors topic is going very well and children are inspired.</p> <p>Assessment - a two week assessment period had taken place focusing on reading, writing, maths and science. The summary data will be shared with P&S committee for their next agenda.</p> <p>7.6 SEND</p> <p>Having a high number of SEND pupils (28) and with 4EHCPs it is a constant challenge to meet their differing needs.</p> <p>7.7 Curriculum planning</p> <p>Staff are working on refining our detailed curriculum map so that it clearly shows how we are for building on knowledge and skills throughout a child's time in our school.</p> <p>This will be in place from September 2022.</p> <p>We will still be using a topic themed approach but with each class having their own cycle of topics rather than overarching whole school topics.</p>	
8	<p>Health & Safety and Well-being</p> <p>A Health & Safety audit is to take place on 5th April.</p> <p>HJF and CH to liaise.</p> <p>The staff always presented an enthusiastic and cheerful face to the children and parents but CH reported that the whole staff was extremely tired.</p> <p>Facing the constant challenge of big issues such as under-funding, under-staffing, our old buildings, Covid, Special Needs, etc was taking its toll.</p> <p>The governors were sympathetic and offered their support and assistance.</p>	HJF, CH
9	<p>Safeguarding</p>	



	<p>Governors who haven't had a DBS check will be contacted by email to apply for one.</p> <p>Governors who have not completed a current Safeguarding course are requested to do so and download the certificate on the Governor Hub.</p> <p>No children at NH are currently open to social services with Child Protection Plans or Child in Need plans. School staff (HT and SBM) have recently met with a locality support social worker for general discussions and advice.</p>	All governors
10	<p>New School Building for New Hinksey School</p> <p>A proposal to do with this had been circulated to governors in advance of the meeting. An amendment to this was tabled by HJF (see annex to these minutes)</p> <p>The fact that the school is on Church land brings in another factor.</p> <p>Although amalgamation with St Ebbes wasn't appealing, we may have to revisit this option if pupil entry figures get lower.</p> <p>HJF to approach Liz Brighthouse, County Council Cabinet Member for Children to explore possibilities open to us.</p>	HJF
11	<p>Governor Business</p> <p>11.1 Parent Governor Vacancy: still to be filled. As discussed previously it would be good to advertise the vacancy e.g. with 'Inspiring Governance'</p> <p>11.2 Forthcoming vacancies:</p> <p>HJF's term as LA governor was due to come to an end in March. HJF was willing to stay on as governor (e.g. as a co-optee) but suggested that it would be useful if another person was found to fill the LA governor role.</p> <p>HN's role as staff governor was also coming to an end and discussions were going on amongst staff about filling this role.</p> <p>11.3 Governor Code of Conduct</p> <p>A pro-forma Code had been circulated in advance of the meeting. This was accepted as the Code to be adhered to by New Hinksey governors. HJF to complete the pro-forma and make it applicable to New Hinksey.</p>	MP BB HJF
12	<p>School streets</p> <p>In the absence of KC, BB explained that funding of £4000 would be available for consultation, and signage to be put up at the end of Vicarage Road.</p> <p>It was agreed that vehicles should not be allowed further than Gordon Street.</p> <p>After further discussion, it was agreed to defer this item to a later date.</p>	
13	<p>Dates of future meetings</p> <p>Performance & Standards Committee 22nd March 2022 at 5.15. Resources Committee 28th April 2022 at 4.pm FGB - Budget 28th April 2022 at 6.30</p>	



Signed

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	All meetings in school.	
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The meeting closed at 8.15 pm

A handwritten signature in black ink, appearing to be 'J. Wilson', written over a horizontal line.

Signed

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Annex to the FGB February 2022 meeting notes: New School Buildings for New Hinksey Nursery-Primary School

Further information (to that circulated in advance of the meeting)

Informal contacts about the proposal give the following information and suggestion:

1. For the next five years or so (if not longer) pupil numbers in the area for nursery and primary school age children are unlikely to increase (unless there's a sudden influx of young families). I.o.w. NOR at Grandpont, St Ebbe's and New Hinksey is unlikely to increase (and may even be reduced further).

Numbers of relevant school age pupils are likely to increase once planned housing developments (just north-west of Grandpont and at Redbridge Paddock) come on stream

- In the meantime, questions will be asked about the possibility and appropriateness of amalgamating New Hinksey with St Ebbe's (and possibly Grandpont Nursery).
Governors need to be prepared that such questions will be asked.
2. Building a new school in the Redbridge Paddock area would require a change to the Local Plan. This is a lengthy process and is unlikely to succeed since Oxford City Council needs to build houses (apart from a local Council wish this is also a government requirement) – building a school would significantly reduce the number of houses that can be accommodated in the Paddock area.
 3. Building a new school is likely to be significantly more expensive than redeveloping the existing New Hinksey school area. (Rough cost for re-development in the region of £5million?)
 - Assuming that Governors would not want the schools in the area amalgamated (see 1 above) exploring this may be a more successful course than that in the original proposal
 - This too would be a lengthy process which would, so I gather, need to be initiated by the County with the Regional Education Commissioner (a government appointed person, who in the case of our area, is based in the Midlands).
 - The County would need to reserve funds in its 2023-24 budget for work to do with this (e.g. contracting a specialised school architect to explore possibilities and designs)
 - To explore this option the suggestion is to
 - invite the County Council Cabinet Member for Children, Education and Young People's Services (Liz Brighthouse) together with Brad Baines (local County Council member), and Marie Tidball and Naomi Waite (local City Council members) (with cc to Annemarie Dodds, local MP) to a meeting with some Governors and the Headteacher.



Signed

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