

Headteacher:
Mrs A PEARCE
Chair of Governors:
Mrs J NISBET



WOODEATON MANOR SCHOOL
WOODEATON
OXFORD
OX3 9TS

**Minutes of the full Governing Body meeting held on
Tuesday 22 November 2016 at 7 pm**

Present:

Tim Burns (TB)	Staff Governor
Marella de Bruijn (MdB)	Co-opted Governor
Rebecca Edwards (RE)	Parent Governor
Andy Foulsham (AF)	Parent Governor
Phil Garratt (PG)	Partnership Governor
Peter Hore (PH) (Vice Chair)	Co-opted Governor
Kathryn Lewis (KL)	Partnership Governor
June Nisbet (JN) (Chair)	Partnership Governor
Anne Pearce (AP)	Headteacher
Mathew Phelps (MP)	Co-opted Governor
Jenny Yahia-King (JYK)	Parent Governor

(The meeting was quorate)

1.	<p>Apologies for absence Apologies were received, and accepted, from: Claudia Cassidy (CC) Parent Governor Anne Purse (APu) LA Governor Kit Howells Clerk (KH)</p>	
2.	<p>Notice of any other business - None.</p>	
3.	<p>Declaration of Interests There were no declarations.</p>	
4.	<p>Minutes of the meeting held on 13th September 2016 The Minutes were accepted, signed by the Chair as a true record, and retained at the School for the Minutes file.</p>	
5.	<p>Matters arising from the Minutes of 13th September 2016 None, as all covered by Agenda</p>	
6.	<p>Headteacher's Report AP highlighted from her report that funding continues to be for 68 pupils. The LA had originally only funded for 64, but they have now sent the budget for the additional 4. The pupil previously discussed who has been attending the Hospital School will not be returning to Woodeaton and other provision is being considered. The school continues to offer support to the family.</p> <p>The Nurture group report had been circulated and was discussed. Pressure on places continues with many parents wishing for a place.</p> <p>The school continues to provide for 100% autism, and this remains the prime need of the children.</p> <p>Linda Norman and Julia Samson are both retiring at the end of this</p>	

Signed as true record Chairdate

	<p>Term. Since preparing the HT report, a former English teacher from Cherwell School has been appointed a new English teacher and there is a strong candidate for the Food Tech post.</p> <p>These candidates were identified using the Oxfordshire Teaching Schools Alliance (OTSA) recruitment website. Woodeaton has now joined OTSA, which is free to members but carries a commitment that participating schools contribute to training and development work across the Alliance, effectively replacing the LA's advisory and training role.</p> <p>Answers were given to questions about budget and background of the new staff. The Quarry boundary was highlighted and a meeting which took place yesterday had concluded with the agreement that a 6 foot high fence with an outstanding barbed wire top would be installed, located further back from the track to allow access, but provide a safe and secure boundary. APu has done an excellent job of keeping this front of mind with the Council. The Inset day on 14th October was discussed, followed by a summary of recent staff meetings including an example of exceptional coverage during the meeting regarding the misuse of social media and Facebook. The Police have offered excellent support and have visited the school. They will return to run sessions on cyber bullying and sexting. The school is also offering support to children and carers regarding this major issue.</p> <p>AP will circulate information on the Christmas arrangements shortly.</p> <p>The short SEF was discussed and AP reminded Governors how valuable this is in providing a summary of the main issues for the School.</p> <p>In response to JN's question on the LA's view regarding additional places a discussion took place regarding the school's capacity for growth. There are no unallocated funds to enable expansion, which would require some capital expenditure. However with the reconfiguration of Residential there may be the opportunity for additional children. There was a rigorous discussion and Governors were agreed that AP should explore the possibility of taking possibly an additional 8 children, providing they started at a suitably early age and that any expansion was managed gradually. The evidence confirms that the earlier children start at Woodeaton and the longer they stay, the better the outcome. Early intervention is the key. AP outlined that she would appraise the requirements that expansion might bring for teaching staff, building changes, classroom moves, and the impact on the children; she highlighted the privilege she felt from the enormous positive impact that Woodeaton has on children and families. Governors agreed and thanked her for taking this forward as it is a complex piece of additional work.</p>	<p>AP</p> <p>AP and others</p>
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7.	<p>School Development: The SEF 2-page summary document and Nurture Group Evaluation reports (as circulated) were discussed and agreed.</p>	
8.	<p>Finance Committee – report of meeting held 22 November PH summarised the Finance meeting which had just been held: i) Budget monitoring: PH outlined the 3 budget papers which were discussed. The carry forward was rigorously discussed. PH congratulated AP on managing the budget so well. ii) PH highlighted that 3 staff had applied to move up the salary scale and that this is factored into the budget.</p>	
9.	<p>Curriculum Committee – report of meeting held 11th October The minutes of 11th October had been previously circulated and JN briefed governors, drawing attention in particular to the actions taken by the school to address the 3 key points for action identified by Ofsted following the last Inspection in November 2013.</p> <p>AF highlighted how impressed he was with the school’s marking schemes, especially when compared to that of a mainstream school he has experience with.</p>	
10.	<p>Premises Committee – report of meeting held 9th November The minutes had been previously circulated and JN briefed governors. TB highlighted the positive impact the new smartboards were having. AP highlighted the safeguarding quiz.</p>	
11.	<p>Safeguarding (Standing Item) AP highlighted the safeguarding Quiz and asked Governors to request this from her. AP outlined two safeguarding referrals which were discussed.</p>	All govs
12.	<p>Academy status options (Standing Item) PG outlined his recent attendance of the Academisation conference (paper circulated). A discussion followed. JN reported that she is to attend a DfE National Academy Conference tomorrow at which there will be a Ministerial speaker. Hopefully, this will clarify the Government’s position on forced academisation.</p> <p>A further meeting of the Academy Working Group will take place after Christmas. Date to be agreed.</p>	PG
13.	<p>Governor Monitoring visits to school – if any (reports) -MdB reported on her visit to the Residential facility. -AF reported on his two recent visits, firstly to discuss the new computing curriculum with SB and secondly to visit the Residential facility. He outlined how positively transformational his son’s visits to the Residential Facility had been. -JN had attended both recent parent’s and carer’s meetings. -PH reported on his meeting with Emma Laws regarding Gifted and</p>	

	<p>Talented provision. He had been very impressed.</p> <p>JYK raised an issue regarding staffing of the Residential Facility. TB and AP emphasised the considerable expansion in take-up following staffing changes and AF spoke enthusiastically about the way his son was responding to the activities on offer.</p>	JN/JYK
14.	<p>Governing Body</p> <p>There is still a vacancy for a Parent Governor. AP is going to check with a parent who expressed interest.</p>	AP
15.	<p>Dates of FGB meetings for next academic year (2017)</p> <p>It was agreed that the FGB would meet on the following dates in 2017 (all Tuesdays at 7 pm):</p> <p>17 January 2017 25 April 2017 20 June 2017.</p> <p>Curriculum Committee: Tuesday January 10th 5.30pm Finance Committee: Tuesday 17 January 2017 6.30pm (before FGB) Premises Committee: tba Academy Working Group: tba</p>	All govs

The meeting closed at 9.15 pm PG/22.11.16