



THE ELMS PRIMARY SCHOOL
GLOUCESTER STREET
FARINGDON
OXON
SN7 7HZ
<https://www.theelmsprimary.co.uk/>
t: 01367 240232



Folly View
PRIMARY SCHOOL

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LECHLADE ROAD
FARINGDON
OXON
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Meeting	Full Governing Body	Where	The Elms Primary School
Date	Wednesday 5 th October 2022	Time	6.30pm
Attendees	Sharon Farrell (SF, Executive Headteacher), Charlotte Mitchell (CM, Head of The Elms Primary School), Bryn Jones (BJ, Head of Folly View Primary School), Pauline Forbes (PF, Chair), Heather Bourne (HB, staff governor), Claire Cossey (CC, staff governor), Lucy Edwards (LE, parent governor), Sarah Gristwood (SG, parent governor), Ian Pugh (IP, parent governor), Tom Gilbert (TG, community governor), Debbie Hulme (DH, community governor), Laura Loveridge (LL, community governor), Adam Pickford (AP, community governor), Filipp Skiffins (FS, community governor), Kimberly Morgan (associate governor), Laura Bunning (LB, Clerk)		

No	Description	Action
Procedural Matters		
1	Welcome new members, visitors or staff presenting PF welcomed everybody to new LGB. All attendees went round and introduced themselves.	
2	Apologies for absence and acceptance/non-acceptance/quoracy Apologies from AM- noted IP, DH and KM joined via teams. Meeting was quorate.	
3	Declaration of any personal or business interests None declared. PW reminded all attendees to fill out their declarations on GovHub.	
4	Governor Membership <ul style="list-style-type: none"> Statutory/Governor Link roles All attendees agreed statutory and link roles given.	



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	<p>Information and targets given for making contact with the schools. ACTION- All attendees to make contact with link school by October half term Confirmation given that contact can be made with both leads together and aim to meet by December 2022 Guidance documents will be created after the Governor Seminar on 1st November 2022. ACTION- PF/ SF to create guidance document one week after seminar Questions asked regarding volume of work, how much contact was required and whether the information needed to be reported back to LGB. PF confirmed that there is no statutory expectation but should aim to be in contact once a term either by email or in person. Requirement to report back to LGB but not at every meeting. SF added that SLT will provide information to help the governor's get an understanding of their statutory/link roles.</p>	<p>ALL</p> <p>PF/SF</p>
Ensuring Accountability		
5	<p>Executive Head report Report read and questions asked in advance. No target results apart from YR6 due to move to Bromcom over the summer. This was a massive challenge in September and wasn't help by the resignation of IT at the Trust. Bromcom system couldn't communicate to the other systems which meant enrolment wasn't possible and they couldn't communicate to parents. This resorted in going back to paper based activities. AP stated all attendees appreciate the hard work that has gone on during these issues. SF advised Ofsted inspection is due soon, 5 years is up in Feb/Mar 2023. Question asked whether COVID has delayed Ofsted inspections. Confirmation given that they seem to be on track but there is no real structure to who they inspect and when. SF asked attendees if they were happy with the format of the report. All confirmed they were happy and advised the summary was useful.</p>	
6	<p>Update on Folly View Primary move SF received email from Jo Ray after her 11am meeting with OCC on 05/10/22 Target practical completion PC date is still Friday 7th October, subject to 10am site meeting beforehand.</p>	



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	AFL needs to be finalised and signed (including by OCC and 2 FLT trustees) this means there will be a delay between formal PC Friday (if agreed) and occupation of the premises. Staff won't have access until AFL is signed. Most like situation is that if PC is agreed the formal handover won't happen until 14 th October.	
7	<p>Review and approve policies:</p> <ul style="list-style-type: none"> • Safeguarding- approved • Attendance-approved <p>Noted that the policy comes from OCC not from anyone in education</p> <ul style="list-style-type: none"> • Relationships and Behaviour- approved • School Uniform- Approved <p>Discussions had around keep school uniform prices down. Contract has not been signed with PMG and actively looking round at options. The surplus clothes were sent to Ukraine and SF received a thank you email back.</p> <ul style="list-style-type: none"> • Nursery Admissions Policy- approved • Lettings- ACTION- All to read and approve out of committee by Friday 14th October 	ALL
Strategic Matters		
8	<p>School Development Plans</p> <p>Hand out given of development plan 2022/23. SF advises the priorities are in line with TEP and FVP and is spilt into the 4 Ofsted areas. Question asked whether everything on the plan will be achieved. SF advises this is an aspiration. They now have a bigger team and a great SLT so the majority is achievable. ACTION- All to read and approve out of committee by Friday 14th October</p>	ALL
9	<p>Verbal update on school life at The Elms Primary</p> <p>CM advises it was a challenging start but praised the staff for how brilliantly they coped with all the changes. There have been a few absences amongst the staff and vacancies for a TA and lunchtime supervisor has not helped. There is a joint staff meeting on a 3 week rota. It was raised that SF has been an amazing support for both schools. Help has also come from Louise Warren, James Hood, Gemma Rogan and Sarah Gristwood. TA's are doing well and the pupils have been mixed up in the classes this time. Most children are settling well and even preschool are joining in with the singing and celebration assemblies.</p>	



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	<p>Duncan Millard and Louise Warrant noted how far the school has come and congratulated the teachers and staff.</p> <p>Current activities/visits Ukulele lessons started, Yoga lessons, Playleaders for YR2 and YR6 to empower the children, Big Green Day- pictures to be added to GovernorHub, Reception children go over to FVP on a Friday to go on into the wood, Cross country, Meet and greet for parents/governors- hoping to move this advent to Summer Term.</p> <p>Future activities/visits Tag Rugby, Halloween Disco, 2nd hand uniform shop, Christmas Card designing, Harvest festival for Reception to YR2, Choir event on 12th November, SEND event & Public Speaking YR5 and YR6, Parents evening.</p>	
10	<p>Verbal update on school life at Folly View Primary BJ gave update for teachers who have given positive feedback and are embracing normality now COVID is better. They have accepted and embraced the collaboration. Issue at the start of term due to being short on an office lead but the part time office assistant went full time and the previous office lead came back to help in the interim. The position has now been filled and they are up and running quickly. CC gave update for TAs and advises the collaboration has been a good challenge and an opportunity to learn new things. SF is impressed at how well both schools have worked together and as a team. BJ gave an update around pupils stating it was a positive start due to staff hitting the ground running. The classes have been split and mixed up. There is a new model of working adopted from TEP which is “good to be green” this has been affective.</p> <p>Current activities/visits YR1 had a trip around Faringdon planned for 06/10/22, Ukulele lessons started, Hockey lessons and coaching taking place,</p>	



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	<p>Rock Steady came in to do a workshop to create a band. They are awaiting to see which parents have signed their child(ren) up from Reception to YR3. A decision will then be made to see if it can be facilitated at the school.</p> <p>Future activities/visits Harvest festival on 13th Oct, Parents evening, Children in need on 18th Nov.</p>	
Other Matters		
11	<p>Any other business agreed as being urgent. PF asked all attendees to complete a Bio about themselves. PF advised they need a parent governor from FVP and this will be looked at once the new building is open. They also need a community governor to take on safeguarding lead. ACTION- TG to contact possible candidate for community governor TG gave an update on Health and Safety walk round. Advised TEP needs working doing to bring it to a higher standard. Not yet critical but some areas could do with some attention e.g. windows not opening/shutting SF advised lots of schools within the trust needed work. Agreed to bring the issues to the next Resources Committee meeting.</p> <p>ACTION- PF to send committee dates to all</p>	<p>TG</p> <p>PF</p>
12	<p>Next Meeting Dates (full LGB): 7th December 2022 1st February 2023 29th March 2023 24th May 2023 12th July 2023</p>	

Meeting finished 20:35