



Valley Road School

Valley Road,
Henley-on-Thames
Oxfordshire, RG9 1RR

Head Teacher: Mr Tim Coulson

Minutes of the Virtual Meeting of the Governing Body Monday 18 October 21, 7.30 pm

Governors present:

Tim Coulson (TC) – Head
Laura Gater (LG) – Co-opted
Dan Herbert (DH) – Co-opted – Chair
Kate Richens (KR) – Staff
Mary Selvester (MS) – Co-opted – Vice Chair
Rod Simmons (RS) – LA
Kate Wigfield (KW) – Parent

Apologies

Wendy Bowsher (WBo) - Co-opted
Phil Colborne (PC) – Co-opted
Teresa Edwards (TE) - Clerk
Irene Fox (IF) – Co-opted

In attendance

Claire Samson (CS)
Rich Floyd (RF)

1.	<p>Introduction</p> <ul style="list-style-type: none"> • Quorum was confirmed. • Apologies: Wendy Bowsher, Phil Colborne, Irene Fox, Teresa Edwards • Additional items for AOB: Covered under Item 8. • Declaration of interests: Rich Floyd PTA treasurer. • Potential governors – DH introduced Kate Richens (KR) who will be the new staff member. Also, two guests Claire and Rich as potential FGB members. They all introduced themselves. 	
2.	<p>Ongoing - Matters Arising</p> <p>Nothing outstanding</p>	

Signed

Date

<p>3.</p>	<p>Committee reports</p> <p>3.1 Environment: -</p> <ul style="list-style-type: none"> The roof work is completed. There were some leaks which has caused damage but TC dealing with it. The canopy has been cleaned and reinstalled. YR4 and YR6 water heaters faulty and a contractor coming to repair. Thames Water have been in to fix drainage issue. RS asked of we are due a H&S inspection. TC confirmed it is pencilled in for Dec 21. MS asked if someone could talk to the nursery manager to discuss the widening of the gate. RS said he had been in to look but he would make contact. <p>3.2 Leadership & Management:</p> <ul style="list-style-type: none"> Covered under Heads report. <p>Finance –</p> <ul style="list-style-type: none"> KW informed the meeting that income and expenditure are up slightly. Income due to parental contributions for visits that will be offset elsewhere, EAYS pay grant not been claimed and a one-off SEN payment for primary schools. Expenditure due to ladies cloakroom refurb plus some leaks that needed fixing. <p>3.3 School</p> <ul style="list-style-type: none"> Didn't manage to meet but notes from report on GovHub. New children settling in well. Baseline assessment gone well. MS asked if any feedback is given. KR said you can get reports, but the classroom assessment is more relevant. Positive that there was some one-to-one time with the children which they found fun. The new early years framework for learning will feed into KS1 and KS2 curriculum which will help with the mapping, and there should be progression across the school. KR said it was good to look at things in a different way and focus on progression. DH said that considering what the schools have experienced over the last 19 months that it was important to track this. MS confirmed that the school committee will spend time on the curriculum as that is what OFSTED seem to be focussing on. DH highlighted that we are down on a safeguarding governor and asked for volunteers. LG also mentioned that the school committee require another representative so perhaps they could be responsible for this too. SEND report added to GovHub. 	<p>RS</p> <p>TC</p> <p>TC</p> <p>ALL</p>
<p>4</p>	<p>Policies – In absence of WB this wasn't discussed. To catch up in next meeting</p>	<p>WB</p>

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Heads Report –

- Lot of change in numbers over all co-horts Full in Reception and they are settling in very well. Parents have a choice when to send their children into school. Majority have all started in Sep with one starting in January.
- Lots of interest in new pupils wanting to join the school now and for next school year.
- Staffing – Good having Robin back working across the whole school and this is working very well. Aim is to have one TA per class and TA’s working in different departments. More achievable this year due to numbers. Yr1 have a new child with exceptional needs and TC pleased with the way the teachers have adapted. A new person has been employed to do one to one with this child.
- Alice has stepped down from her position as SENCO due to workload pressures. The position had been offered to other members of staff and Caroline Lock has stepped up to do until end of the school year. A very suitable candidate. She will be working ½ a day per week to work on this and feels it is important to she can fulfil her role as YR6 teacher efficiently.
- Cleaning role has been covered by Daryl but will now fall back under the Justin’s remit now they are busier. This will free Daryl up to get more involved with H&S again and to catch up on other things that need doing around the school.
- School improvement plan –
 - a large amount had been carried over from last year as was dealing with the response to COVID. Now more time can be spent on planning for improvements. This included online training which may be more attractive if you don’t have to go somewhere to do it. TC will also talk with partnership heads to discuss how we can share it as a group.
 - Already talking about how to deal with mental health following being off home-schooling over last year. Counselling covered by Henley Education Charity and it is hoped it will continue.
 - **TC asked FGB to let him know if there is anything that they feel could be added as an appendix for governance for the school.** DH suggested it is important that full classes are achieved in Reception each year and maintained throughout the school. TC says there are less pupils at the moment and word of mouth had been one of the main reasons parents were approaching the school.
- Website will be updated and reviewed by mid November with a view of going live towards the end of November. Governors details needs to be updated.
- One teacher had tested positive for Covid and subsequently a number of children have also tested positive. A supply teacher has been employed to cover the class and costs were high. The school is now operating the bubble system. **DH asked if there is any news of the a ‘fire break’ to stop the spread that is happening at the moment.** KG said that her school have been asked to prepare for remote leaning at end of week to give a full

ALL

TC

	<p>10 days before the end of half term. MS asked if the school are offering remote learning for those who are isolating. TC said yes they are.</p> <ul style="list-style-type: none"> • Signets and Bishopswood are having a slight issue in the use of equipment. TC is trying to develop a plan so they can work together. 	
6	<p>Governing Body:</p> <ul style="list-style-type: none"> • Vacancies still apply. DH to discuss with potential candidates. • DH advised that KW is ending her term in November and he wished to thank her for all her help over the last 4 years. 	
7	<p>AOB</p> <ul style="list-style-type: none"> • Nothing discussed. 	
	<p>Meeting closed at 8.15pm.</p> <p>Next meeting 6th Dec 21</p>	

FGB 12 Jul, agreed actions:

Minute	Action	Who	Completion/reporting by:
3.1	RS to talk to nursery manager about gate.	RS	ASAP
3.3	Everyone to consider taking in the safeguarding rill in the absence of KC	ALL	ASAP
4	Catch up on policies in next meeting	WB	End of Autumn T2
5	FGB to consider anything they want be included in school improvement plan.	ALL	ASAP
5	Website to be updated with ne governors	TC/TE	ASAP
6	Discuss with potential candidate for vacancies on FGB	DH	ASAP

Signed

Date