



St Michael's CE Primary School

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Cultivating Respect, Persevering, and Learning with Courage

20th March 2020

Dear Parents, Carers, Staff, Volunteers and Members of the Community,

The governors met for a Full Governing Board meeting on 16th March 2020. We welcomed Nick Field as our newest member of the team, he being selected as a parent governor in the recent election.

At the meeting, the minutes of the Full Governing Board meeting held on 6th February 2020 were approved; these can now be accessed on the [governor webpage](#) along with governor photos and biographies, previous minutes, governor communications and key governor documents. The page is a work in progress and so more will follow in due in course.

At the meeting, we discussed the school's Coronavirus preparedness plans and we are happy with the plans the school leadership have now put place. Governors appreciate your support in taking all necessary precautions as per the government advice. At the moment the government has not confirmed that schools will close but should this happen you will receive communications from Mr Mottram on how to access work for your children for parents and carers, how to engage with Grant and myself in lieu of usual parent and community meetings and if you are a staff member or volunteer how to access work and connect with other staff.

At this point, I am afraid I cannot give you a further update on the Headteacher situation but I am pleased to confirm that Grant has confirmed that he is available to stay with us if needed – this I hope helps to give you some re-assurance that we will have stable leadership in school.

At the meeting, the governors approved the broad School Development Plan Priorities – these are Quality of Education, Behaviour and Attitudes, Personal Development, Leadership and Management, Early Years Provision and Christian Distinctiveness.

Governors reviewed the external safeguarding audit following the requested visit from the Local Authority Safeguarding Team – governor notes some actions recommendations but overall were pleased with the report and the work the school has done in this area. We also received a report from a governor who had conducted a monitoring visit focusing on behaviour in the school: the general observation was that much progress has been made in this area, with a calm, purposeful atmosphere in classrooms; children expressing a sense of happiness and safety whilst being at school; and teachers feeling more confident and effective in managing behaviour after the recent changes to the behaviour policy.

Following a review and discussion, Governors approved a new governance structure called governance without committees – this means the Full Governing Board including Mr Mottram will meet 9 times per year (instead of 5-6) this will ensure governors are in school more often, always have an updated understanding of the progress and current challenges and can make decisions must faster when they are needed.

Governors discussed the work underway to finalise a full annual governor monitor plan, which will be in place shortly and will include areas such as safeguarding, health and safety, behaviour, pupil voice and leadership.

Governors discussed the class structures for September 2020 in terms of the number of classes and the allocation of staff taking into account our financial position and what is in the best interests of the school and the children. Governors are keen to ensure that there is an open and transparent communication process around this, which ensure the voice of the community can be considered a communication to start this process will follow before Easter from Mr Mottram and myself.

Finally I have only received a small number of parent/carer questionnaires back – we are keen to ensure voice of the community is heard and so if you have not done so (and if relevant to you) please complete the questionnaire attached to this letter and either post in the school letter box or hand to reception. In the event of a school closure, you can also email it directly to me kmoyes3241@st-michael-pri.oxon.sch.uk. Please complete this by **3rd April 2020**.

We will also be sending a staff and volunteer engagement and wellbeing questionnaire out shortly to ensure we hear and respond to the views of those in school doing all the amazing work!

We all have a common goal to ***ensure our school is the very best it came be, that our children are happy, love school, thrive and leave our school as well rounded individuals ready to face the challenges ahead.*** As governors, every decision and action we take is driven by the fundamental question “***what is best for the children?*** We are also guided by our school values of **Respect, Perseverance and Courage**, which as roles models for the children we must all now live up to and hold each other to account against. We know that it takes a whole community to raise a child and so your help and support remains critical to the success of our school as we continue on our exciting journey together!

If you have any questions about governance, or any questions or comments about the event last night then please do me directly: kmoyes3241@st-michaels-pri.oxon.sch.uk

As always if you are a parent or carer and have any specific concerns related to your child then you should first discuss these with the class teacher and then if needed the Headteacher. If you are still not satisfied at this point, with this outcome then you can raise it with me and I will ensure it is dealt with fairly and in accordance with the relevant school policies.

Best wishes,

A handwritten signature in black ink, appearing to read 'K. Moyes', with a long horizontal stroke extending to the right.

Kevin Moyes
Chair of Governors

Governor Questionnaire for Parents and Carers

Please take 5-10 minutes to answer the questions below in order to help the governors to learn and understand more about your school. This questionnaire is anonymous but please help us by indicating which class your child is in by circling one of the following:

Acron Willow Maple Sycamore Rowan Elm Ash Oak

If you have more than one child in the school, we would be grateful if you could complete more than one questionnaire.

1. My Child is happy at St Michael's CE Primary School

a) *Strongly Agree* b) *Agree* c) *Disagree* d) *Strongly Disagree* e) *Don't Know*

2. My child feels safe at St Michael's CE Primary School

a) *Strongly Agree* b) *Agree* c) *Disagree* d) *Strongly Disagree* e) *Don't Know*

3. The school is fully committed to creating an environment of care and trust

a) *Strongly Agree* b) *Agree* c) *Disagree* d) *Strongly Disagree* e) *Don't Know*

4. Good relationships exist between teachers and children

a) *Strongly Agree* b) *Agree* c) *Disagree* d) *Strongly Disagree* e) *Don't Know*

5. Children are encouraged to value one another and to express their own views while appreciating the views of others.

a) *Strongly Agree* b) *Agree* c) *Disagree* d) *Strongly Disagree* e) *Don't Know*

6. My child makes good progress at St Michael's CE Primary School

a) *Strongly Agree* b) *Agree* c) *Disagree* d) *Strongly Disagree* e) *Don't Know*

7. My child is well looked after at St Michael's CE Primary School

a) *Strongly Agree* b) *Agree* c) *Disagree* d) *Strongly Disagree* e) *Don't Know*

8. My child is taught well at St Michael's CE Primary School

a) *Strongly Agree* b) *Agree* c) *Disagree* d) *Strongly Disagree* e) *Don't Know*

9. My child receives appropriate homework for their age

- a) *Strongly Agree* b) *Agree* c) *Disagree* d) *Strongly Disagree* e) *Don't Know*

10. I receive valuable information from St Michael's CE Primary School about my child's progress

- a) *Strongly Agree* b) *Agree* c) *Disagree* d) *Strongly Disagree* e) *Don't Know*

11. St Michael's CE Primary School makes sure its pupils are well behaved

- a) *Strongly Agree* b) *Agree* c) *Disagree* d) *Strongly Disagree* e) *Don't Know*

12. St Michael's CE Primary School deals effectively with bullying

- a) *Strongly Agree* b) *Agree* c) *Disagree* d) *Strongly Disagree* e) *Don't Know*

13. My child knows what to do if he/she is a victim of unkind behaviour from another child.

- b) *Strongly Agree* b) *Agree* c) *Disagree* d) *Strongly Disagree* e) *Don't Know*

14. St Michael's CE Primary School is well led and managed

- a) *Strongly Agree* b) *Agree* c) *Disagree* d) *Strongly Disagree* e) *Don't Know*

15. St Michael's CE Primary School responds well to any concerns I raise

- a) *Strongly Agree* b) *Agree* c) *Disagree* d) *Strongly Disagree* e) *Don't Know*

16. Would you recommend St Michael's CE Primary School to another parent?

- a) *Strongly Agree* b) *Agree* c) *Disagree* d) *Strongly Disagree* e) *Don't Know*

17. Please use this box to add any comments/suggestions you would like to make

Thank you for taking the time to complete this questionnaire, your feedback is extremely important to us.

If you have included questions which require a response from the Chair of Governors, then please write your name here: _____

*Please return the completed questionnaire to the school office by **Friday 3^d April 2020***