



St Michael's CE Primary School

The Causeway, Steventon, Oxfordshire OX13 6SQ

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Cultivating Respect, Persevering, and Learning with Courage

7th May 2020

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

The governors met virtually for a Full Governing Board on 30th April 2020.

At the meeting, the minutes of the Full Governing Board meeting held on 16th March 2020 were approved; these can be accessed on the [governor webpage](#) along with governor photos and biographies, previous minutes, governor communications and key governor documents.

At the meeting, we discussed the current arrangements in place for distance learning and supporting our most vulnerable pupils. Governors were pleased with the work which has been happening around this and would like to thank all staff for their continued hard work and support for the children. We hope that you are managing well with the current situation.

Governors also reviewed the current pupil data and were happy with improvements in some areas but were aligned with Mr Mottram on the areas for further improvement which are incorporated into the School Development Plan Priorities- Quality of Education, Behaviour and Attitudes, Personal Development, Leadership and Management, Early Years Provision and Christian Distinctiveness

Governors also approved the budget for the next 3 years which I am pleased to confirm is balanced but remains tight. The biggest factor is our pupil numbers as we are significantly under-capacity we are hopeful this will improve over time as school improvement continues and any support you can give in promoting the school to attract families who are looking would be much appreciated.

As per my last communication, yesterday was Mr Atkin's last day as Headteacher. Governors discussed the Headteacher recruitment process; governors were clear that having the right leadership in the school is critical to the success and happiness of the school but that we should ensure we approach this with care to get it right for the pupils and community. We are fortunate that Mr Mottram and some of the current leadership team can stay until the end of December 2020 as this gives us stability. Based on this, governors agreed that we would start the recruitment process shortly with the aim of the new Headteacher starting in January 2021. The governing board will shortly appoint the head teacher recruitment panel (made up of 3-4 governors)

and an OCC Adviser will support the process. More information will follow on this in due course.

Finally, thank you to those who returned the parent and staff questionnaires. We are currently analysing the results, will discuss these at our May meeting and communicate out to you on this.

If you have any questions about governance, or need to contact me please email 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 horizontal line drawn underneath it.

Kevin Moyes
Chair of Governors