

St Mary's Catholic Primary School

"God gives us growth"



Full Governing Body Meeting Agenda Wednesday 22 November 2023 at 4pm

Present:

Lauren O'Conner – Headteacher
Patrick O'Gorman – Foundation Governor
Charlie Pugh – Foundation Governor (chair)
Carmen Tweed – LA Governor
Anne Berger – Foundation Governor
Fr Matthew King – Foundation Governor

In Attendance:

Alison Ternan – Deputy Headteacher
Louisa Trafford – LA Cover Clerk

Apologies:

Nicky Wood – Parent Governor
Debra Keefe – Staff Governor
Steven Vernon – Foundation Governor

Absent:

Kathleen Jones – Foundation Governor

The meeting was quorate.

	Opening Prayer An opening prayer was spoken.	
1.	Welcome, apologies for absence The chair opened the meeting at 4pm and welcomed attendees. Apologies were received and accepted from NW, DF and SV. KJ was absent.	
2.	Subject Leader Report – Oracy AT advised that the school have been working with Voice 21, she indicated the Oracy board to governors in the classroom and advised this is consistent in all classes across the school. The school strive to become a Centre of Excellence and the recent audit highlighted how to gather information to support this. AT and the subject leader recently visited a school in Bristol who are a Centre of Excellent to compare practice. St Mary's are confident they are doing the right thing but gathered some additional ideas making it a worthwhile visit.	
3.	Agree urgent business for agenda Governor committees: complaint and pay.	
4.	Declarations of Pecuniary Interests There were no declarations of pecuniary interests in addition to those already on the register.	
5.	Minutes of the meeting held on 20 September 2023	

Signed.....Date.....1

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	The minutes of the previous meeting on 20 September 2023 were agreed as a true and accurate record, chair to sign electronically.																
6.	Review of Action Log No outstanding actions.																
7.	<p>Approve revised budget as recommended by Resources Committee The budget is slightly different since the Resources Committee reviewed, it was identified that the HT salary had been input twice (she was not paid twice though). The figures are now:</p> <table border="1" data-bbox="231 734 1396 1182"> <tr> <td>Total Expenditure</td> <td>1,263,680</td> <td>One million, two hundred and sixty three thousand, six hundred and eighty pounds.</td> </tr> <tr> <td>Total Income</td> <td>1,226,152</td> <td>One million, two hundred and twenty six thousand, one hundred and fifty two pounds.</td> </tr> <tr> <td>In Year Surplus/(Deficit)</td> <td>(37,528)</td> <td>(Thirty seven thousand, five hundred and twenty eight pounds)</td> </tr> <tr> <td>Surplus/(Deficit) Brought Forward</td> <td>66,282</td> <td>Sixty six thousand, two hundred and eighty two pounds.</td> </tr> <tr> <td>Cumulative surplus/(deficit)</td> <td>28,754</td> <td>Twenty eight thousand, seven hundred and fifty four pounds.</td> </tr> </table> <p>There will need to be some work next year around deficits in year two and three. The governors agreed to the revision as above.</p>	Total Expenditure	1,263,680	One million, two hundred and sixty three thousand, six hundred and eighty pounds.	Total Income	1,226,152	One million, two hundred and twenty six thousand, one hundred and fifty two pounds.	In Year Surplus/(Deficit)	(37,528)	(Thirty seven thousand, five hundred and twenty eight pounds)	Surplus/(Deficit) Brought Forward	66,282	Sixty six thousand, two hundred and eighty two pounds.	Cumulative surplus/(deficit)	28,754	Twenty eight thousand, seven hundred and fifty four pounds.	
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8.	<p>Headteacher Report HT report circulated prior to the meeting: AT advised:</p> <ul style="list-style-type: none"> - A lot of staff illness this term including teachers and support staff, this has an impact on the whole staffing body and the children, particularly supporting the vulnerable children. - One member of staff on long term sick leave. - NOR has increased with two more starting in January, there is space in YR but the other years are quite full with a waiting list for Y1. - 19 first choice for YR next year, the school are still operating open days and the closing date isn't until 15 January. - Attendance is lower than last year due to sickness bugs and some Indian families going home for weddings. PA's are higher than before. There will be letters going home and follow up meetings with families. Anyone at 50% are classed as severe absence, AT following up these pupils <p>Q: Historically has the absence rate decreased? A: Yes, it went down to 8% last year. It's not a lot above national but we want to bring it down further.</p>																

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	<ul style="list-style-type: none"> - Staffing; new support staff in Y5, settled well. The ELSA is part way through training but coping well. The school need maternity cover for a teacher next year. - Safeguarding; there is one child on CP, one CIN, one early help and four families are being supported in school. There have been two intervention referrals, one with social worker involved. The mental health support team holding a coffee morning tomorrow for parents. On Monday they are coming into the staff meeting. SG training whole school refresher has taken place on INSET day HT and AT attended the SEND conference. NSPCC assemblies are happening AT attending conference 'difficult behaviour and supporting parents' and DSL training for deputy DSL. - Quality first teaching; the school are looking at the roles of one to ones to ensure the role is sustainable, YR and Y1 staffing are receiving specific training in the role of the adult. - There has been induction training for new staff and there will be absence management training in January. - Monitoring; this continues across the school including the subject leaders. LLPR on 10 January 24. - Assessments; projections included in the report, these are based on mock SATs - reading 65%, writing 62%, maths 58%, combined 55%. National is 65%, school would like to get into the 50% range. The original data for writing was lower but on review the school felt the teacher had been overly cautious. Booster and one to ones are in place. Any children who were not attending these sessions who were invited, did not achieve to the expected level. The school are really encouraging pupils to attend, the interventions are affective. - KS1 SATs are no longer required but the school will use this test to inform the end of year teacher assessment. - Phonics assessment; open to change some things as a result of the HIAS training. - SEN continues to be a strength for this school and this is known in the local area. This brings challenges as it attracts more families with children with SEN needs. It will also affect the budget, cutting support hours is not an option. Email has gone to the SEN caseworker regarding managing costs for the pupil who is not attending. - Pudsey visited last week, really nice for the children. - ELSA supervision is every afternoon for a 6 week program, the school are trying to support everyone who needs it. <p>Q: What is the support for? A: Emotional regulation, bereavement, THRIVE approach regulating through play, low self-esteem, anyone with a social worker.</p> <p>Q: How does this work in the context of 6 weeks? A: It works differently for some children, 6-8 weeks initially but if children need longer or a revisit that will happen.</p>	
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	<ul style="list-style-type: none"> - Service club was run by a member of staff who left, the school have someone else in mind for this but as they have just started this will be picked up after Christmas. - Enrichment clubs on Tuesday and Thursdays continue. The school also received positive feedback from Mary Rose and Gosport Library as well as the Egyptian Workshop. - The YR parents came in for lunch and there was harvest mass with food donations. - Beauty and the Beast Pantomime was well received - Behaviour and attitude: plans in place for those who need it but generally behaviour is not a problem. Equalities and Rights Advocates group has started, SMCP hosted the first meeting, the children presented to the group, they took a lot of pride in the school and were very polite. - Two suspensions have been issues for one child, there are four on reduced time tables, PBS involved with one child. - There was a visit from Holy Cross on the Isle of Wight to look at RE and how to embed in the school. Also Bedenham and Holbrook are visiting, they will be introducing Oracy into the schools. There are going to be changes in the RE education curriculum over the next two to three years and how other faiths can be supported in the school and not excluded. Some of the program would be for guidance for schools. This will be rolled out across the school at an appropriate pace as the staff are currently comfortable with the program being used which is God Matters. <p>Q: Is there a time frame to deliver this curriculum? A: Every diocese is different, we are using God Matters but there is not the level of depth and this was supplemented with other scripture. The level of theology that was being taught in Y5/Y6 has been taken back to Y3/Y2, this increases the children's knowledge.</p> <p>The school want to equally support those children who are not from a faith background, other faiths and Catholics.</p> <p>Q: Have there been any particular challenges whilst Lauren has been supporting elsewhere? A: Day to day running of the school is fine, AT has completed minimal strategic direction but this is due to capacity. It would be good to have the opportunity to consider future planning, HT returns full time in January.</p>	
9.	<p>Policies for Review</p> <p>Behaviour Policy No changes, it is working well, as a result of training the school would like to make some additions but the fundamentals would not change. The children have a strong understanding of the consequences of behaviour.</p> <p>Governors agreed to ratify.</p> <p>Complaints Policy Changes based on the DfE policy.</p>	

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Governors agreed to ratify.

Designated Teacher Policy

No changes, AT is DT. No LAC children at present.

Q: Does the school have any adopted children?

A: Yes, they still receive the funding, the PEP for them and termly meetings is optional but we do it as it is useful, there are seven children across the school.

Governors agreed that this is really good practice. The reason the school has a number of adopted children is as a result of the good reputation. The parents are well supported too.

Governors agreed to ratify.

ECT Policy

Removed NQT reference, the school have none.

Governors agreed to ratify.

Exclusion and Suspension Policy

No changes, fixed term exclusions now called suspension.

Governors agreed to ratify.

EYFS Policy

There will be changes next September.

Governors agreed to ratify.

Restriction physical intervention policy

Another member of staff trained in Team Teach.

Q: Monitoring – what does that look like?

A: Reviewing CPoms and the physical intervention forms, if you are restricting a child it needs to be recorded and reported to the parent, if physically guiding it doesn't need to be recorded.

Governors agreed to ratify.

Supporting Pupils with Medical Conditions

Q: Have you had epilepsy training?

A: Yes, it was very good training.

Q: Do you have many children who would need this policy?

A: About four, their profiles are kept securely.

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	Governors agreed to ratify.	
10.	<p>Governing Body Matters</p> <ul style="list-style-type: none"> - Vacancies (1x parent and 1x foundation) and membership Advertise parent vacancy in January. Governors discussed the possible options for foundation, they were encouraged to consider anyone who might be interested. - Training CT came to the attachment and trauma training in school. PO is booked on Understanding Finance, and Monitoring and Evaluating Safeguarding Culture. CP attending Transforming SEND next week. 	
11.	<p>Urgent Business agreed at Item 3</p> <p>Complaint Committee – make your availability known to the clerk.</p> <p>Pay Committee: To follow this meeting</p>	
12.	<p>Date of next meeting</p> <p>FGB – Wednesday 24 January 2024 at 4pm Resources Committee – Wednesday 6 March 2024 at 2pm Curriculum Committee – Wednesday 6 March 2024 at 4pm LLPR – 10 January 2024, 12.30pm HTPM review – Wednesday 6 March 2024 at 1pm Governor in School Day – Wednesday 6 December 2024</p> <p>There being no further business, the chair closed the meeting at 5.15pm</p>	
	<p>Closing Prayer</p> <p>A closing prayer was spoken.</p>	

No specific governor actions recorded.

Signed.....Date.....6