

# Local Governing Board Meeting - 02-02-22

## held via Zoom at 16:30

Attendance	Georgina Coombs	Chair/ Foundation Governor	GC
	Father Keith	Foundation Governor	MsgrK
	Teresa Sturtivant	Associate Governor	TS
	Sarah Terrey	Head Teacher	ST
	Emily Fearn	Clerk to Governors	EF
	Claire Hewitt	Parent Governor	СН
	Becky Pattinson-Smith	Staff Governor	BPS
	Paula Fearn	Foundation Governor	PF
	Nick Tindal	Foundation Governor	NT
	Charlotte Targett	Education Standards Manager	CT

No	Description	Decisions/Actions
1.	Apologies and Declarations of Interest:	There were none.
2.	Opening Prayer	Led by MsgrK
	Charlotte Targett	CT Explained the Permanent Exclusion
		Process.
3.	3.1 Agree minutes 24-11-21 including action	There was an amendment to 4.3
	points	Exclusion Protocol: The minutes
		were agreed.
	3.2 Governor Recruitment	GC said ideally there should be eight
		members on the LGB. It was agreed
		that MsgrK would ask Parishioners to
		become Foundation Governors and
		CH would ask Macarena Styles, Sarah
		McSherry and Andy Connolly if they
		would like to become Parent
		Governors.
	Meeting closed at: 18:05	

## Future Meeting Dates -All Held at St Catherine's RC Primary School 15:30

Weds 23/03/22

Weds 18/05/22

5.1 26/01/22 Humanities Governor Walk Update

BPS said it was nice to see the work in Key Stage 2 (KS2) as she is based in Key Stage 1 (KS1) and she rarely gets to see the older pupils. BPS said Pupil Voice work

Weds 06/07/22

## **Action Summary**

Action	Who
Charlotte Targett ESM:	
CT introduced herself to the LGB. ST made a permanent exclusion (PE) 16/12/21. This was a fair, legal and reasonable decision backed unreservedly by Plymouth CAST. There was extreme pressure from the Local Authority to rescind the PE mainly because of the circumstances surrounding the child involved. After a lot of negotiation ST has agreed a package of support which means the pupil will return to St Catherine's for a short time until a placement is available in April 2022. By 07/04/22 the pupil will no longer be on roll. The pupil will have specialist care in a designated area of the school premises, BPS will be supporting the specialist teacher. CT thanked the LGB, particularly NT & TS for agreeing to be on the PEX Panel. TS asked if NT & TS would still be able to be on the PEX Panel should there be a further PE for this pupil? CT said she would check and let TS & NT know.	СТ
Safeguarding including Health & Safety:  4.1 Safeguarding Update ST explained there were no significant issues. One family is still on the Child In Need list. One child has ongoing early intervention. All staff have completed Safeguarding Training on time. CH & TS have yet to complete training. There is a query if CH has to do the Governor training or if the training she has completed at her school will suffice. Trudi has emailed CH's school to ask for the details of CH's training.  4.2 Training for Governors: EF has sent out an email with the required training for each specific governor.	
4.3 Exclusion Protocol:	
There have been so further exclusions. TS asked if ST was the Designated Safeguarding Lead (DSL)? ST said she was with Lydia Blake (LB) and Liz Harris (LH) as deputy DSLs. TS asked if Safeguarding work had increased? ST said the actual cases hadn't increased but her time had been taken up with the PE. All Safeguarding work takes a long time to complete.	
Quality of Education, Behaviour & Attitudes, Personal Development: 5 Humanities Governor Visit	

was very impressive. GC said once there had been more visits Governors would be able to work more on monitoring progress. GC did a Book Look with ST on Tuesday 1<sup>st</sup> Feb so she could see the progression from September 2021 to now (January 2022). TS said that OFSTED will ask LGB 'How Do You Know...?' regarding progression of pupils, implementation of curriculum and standards at the school. ST said there was nothing to hide and all governors are welcome to include a Book Look during their Governor Visits. NT agreed to take on PE and ICT. NT will come to school on 7<sup>th</sup> March 2022 for a PE, ICT & Science Governor Visit. ST said there were some actions following the review of School Improvement Plan (SIP) meeting with GC. ST will send out to LGB. CH will email EF dates for an English Governor Visit.

ST CH LB

LB will give an update to the LGB on Growth Mindset.

## 6 RE Curriculum and Catholic Life of the School

#### 6.1 Update from Liz Harris

The LGB noted the documents. ST said there was not as much progress as had been hoped with The Gift Team. This was due to COVID and the children being put into bubbles so the Gift Team couldn't visit other classes as yet. This is something that will be focussed on going forwards.

#### 6.1.1. RE Curriculum Briefing

The school Mission Statement has been amended and is on all documents, website etc. RE is embedded as a core subject which is taught for two and a half hours per week.

The Gift Team will start to perform their roles more after February Half Term when whole school worship and activities will recommence. Techers will hold whole school assemblies as well as MsgrK. The RE part of the website is up to date. The Virtues have been used to rename the School Houses. The Virtues are not as well established as the Gospel Values as yet but work is planned to embed them. RE is treated as a Core Subject. LH is leading RE Moderation in Staff Meetings. Insight (which is the school data collection programme) now has RE tracking. NT asked if COVID had held back the RE embedding? ST said yes, in the aspect of wider Catholic life involving the Parish and raising the school's profile and links. Work had continued as best as it could during COVID restrictions and robust plans are in place to increase and strengthen the schools profile and links with the wider community. MsgrK will come back for whole school for Liturgy after February half term.

MsgrK asked TS what her other schools do with regards to attending Church or celebrating Mass in school? TS said they don't go to Church for Mass. PF said her school rarely goes to Church and tend to celebrate Mass in school. ST said ideally there would be a mix of both. EF said MsgrK had explained why things are done during Mass as Fr Cor was celebrating to help explain to the GIFT Team and it was very informative and interesting. MsgrK said he would do this for all the children during Mass. MsgrK said we mustn't rest where we are now but rather move forward with purpose.

MsgrK

## 7 Head Teachers Report

## 7.1 Head Teachers Report to ESM

TS asked if ST was continuing to develop middle leaders? ST said yes there is a coaching programme with CT. TS asked if ST would share the reports with the LGB? ST said she would email the Science Report CT had worked on with Gen Dickson (GD) who is the Science Lead. TS asked if the LGB could have sight of the Insight Reports? ST said she would email the reports to EF to put on GovernorHub. ST said PC and LH were focussing now on writing with Year 5. The most vulnerable children were in school during the pandemic but other children have, technically, missed a year of schooling. ST said using The Write Stuff worked well for Year 3 along with Power Maths and Accelerated Reader. ST is now looking at how to sustain the improvement and build on it. CH & ST will look at reading journals for school.

PF said the trajectory was looking good for EYFS. ST said she was confident the Phonics would be just below the National Average (NA). Year 2 were pushing hard but there are lots of additional needs in the year group. ST hopes they will be inline or slightly below the NA.

PF said ST would also have case studies for OFSTED. ST said the results were above the 2019 Government Validated Data for all year groups. LH & PC are offering a Maths SATs catch up, After School Club. EYFS TA's are performing interventions in the afternoons.

#### 7.2 SWOT Analysis 12/01/22

TS explained the Governors who hadn't been able to attend the purpose of the exercise. PF suggested a letter to parents pointing out the good parts. TS said she had just been through OFSTED with another school. The headteacher has appealed as the findings took the school from GOOD to Requires Improvement. TS said there were lessons to learn regards Parental Engagement. GC queried the % of parents that responded. TS said 30%.

PF suggested the LGB could come to school to ask parents for their views at pick up or drop off. CH & PF volunteered to come in.

### 7.3 What is the overall assessment of staff wellbeing?

ST said that she sets work and teaches so has a good understanding of the pressures on teachers. Teachers are given time to plan. The team has worked hard to see how to make things better for staff including a 'You said, We did' exercise. CH said there is a charity that supports staff Mental Health and it is important that staff are aware of this service.

#### Governance and Responsibilities:

#### 8.1 Pupil Premium (PP) PE and Sports Update

TS explained there was nothing to update at the moment. ST & TS will arrange a SEN Governor visit and TS will arrange to meet with LB to discuss PE.

8.2 LGB Checklists

ST

CH& PF

TS, LB & ST

TS went through the Checklist and the supporting documents. GC & ST have		
looked through the checklists and most parts are already covered.		
18:05 Meeting ended		
Next Meeting will be 23/03/22 in person at St Catherine's RC Primary School		
TS suggested the next meeting start in a classroom so Governors could have a		
more in depth look into the structure of the different classes.		
PF said the LGB should make efforts to help the school without increasing ST's		
workload.		
GC asked all governors to let EF & GC know if there is anything they would like to	All	
, , ,		
add to the next agenda.		