



St Nicholas Catholic Primary School (Academy)
Part 1 Minutes of Local Governing Board

Date	16 th September 2019	Time	6pm in School
Governor Attendees			
Name	Type of Governor	Present	Apologies
Angela Bosley	Foundation	Y	
Angela Folland	Headteacher	Y	
Frankie Phillips	Foundation	Y 7.44pm	
Luke Robinson	Parent	Y	
Rachel Sparks	Foundation	N	Y
Frances Dennehy	Foundation	N	Y after meeting
Lucy Wills	Community	Y	
Alex Hill	Community	Y	
Suzanne Pollard	Parent	Y	
Denise Sparkes	Staff	Y	
James Cookson	Foundation Governor	Y	
Other Attendees		Present	Apologies
Ali Brocksom	Clerk to Governors	Y	

Agenda Ref	Minute Ref:	Detail	Info Decision Question Action
1.	1.	Prayer AF lead a prayer.	
2.	2.	Apologies & Declarations of Interest There were apologies from RS. There were no declarations of interest. [Apologies received after meeting from FD].	
3.	3.	Agree any items of business to be discussed that are not on agenda None	
4.	4.	Agreement of Part 1 & 2 minutes of last meeting and outstanding actions The part 1 and part 2 minutes were agreed and signed. Actions from the last meeting were discussed.	D
5.	5.	Priorities for 19/20 AF gave presentation to Governors that had been delivered to staff on the non pupil day. <ul style="list-style-type: none"> She discussed the Pope's Laudato Si strategy which will lead to the development of a school wide policy (recycling / waste / care for our planet etc). 	

Approved by FGB/Signed by Chair:

..... Date:

		<ul style="list-style-type: none"> • There will be a new SRE policy and curriculum from next September. A parishioner has already queried how St Nicholas will deliver this policy and CAST are advising. We will teach about diversity from a faith point of view. CAST are buying resources to help deliver this teaching. • Maths teaching will be a priority for the year alongside more accurate teacher assessment, behaviour management, OPAL and the mental health strategy, KS2 progress. Curriculum work will continue. 	
6.	6.	<p>Governors</p> <p>LR introduced the changes to the Governor way of working, based on the new Schedule of Accountability. At the end of the year there will be also be governor appraisal.</p> <p>Governors fed back from brief discussions in groups about barriers and positives to the new ways of working, including</p> <ul style="list-style-type: none"> • The chance to become experts • More continuity • Understanding of issues in school • Better coverage of all issues in school • Good to have a structure in place • Time and availability • Reliance on individual governors • Lack of individual knowledge at present • Do governors need more training? • Could appraisal be carried out half way through the year to allow time to change and develop? • Risk of all visits not being carried out • Risk of a conflict of interest (staff governor?) <p>Governors then split into 3 groups to formulate and discuss the key areas, agree the leads for each area and organise the visits for this term (date and approach).</p> <ul style="list-style-type: none"> • RE & Catholic Life - ABo & FP. Will attend meeting on 30/9/19 at 2.15pm. • Parents and Community – RS and SP Visits to be discussed. • Statutory Grants – LW and DS • Curriculum and Standards ABo and SP. Visit proposed on 30/9/19 or 4/10/19 • HR – AH (and LR) • H&S – LR Visit arranged in November • Finance – LR. Visit arranged 18/11/19 at 2pm • Safeguarding – LW and FD • SEND / LAC – LW & JC 	Q

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		<p>Each agenda can discuss the upcoming visits to ensure they apply to the school.</p> <p>ABr reminded Governors that Checklists are being finalised by Ann Harris which will help Governors with the structure of each visit.</p> <p>All visits should be recorded on a visit proforma, to be shared with all Governors before the next meeting and briefly discussed at the meeting. The checklist should also be completed. This will form the evidence for the Clerk's file.</p> <p>CAST are planning training for the Lead Governors.</p> <p>It was agreed that the next meeting would be on the 7th October and would start at 5.30pm to include data training by AF and safeguarding training by DS.</p> <p><i>The meeting moved to Part 2</i></p>	
8.	7	<p>CAST</p> <p><u>Newsletter</u> Governors were asked to note the CAST newsletter (also shared on Governorhub) and deadlines listed in it.</p> <p><u>Target Setting</u> Target Tracker is no longer being used. SIMS will be used for assessment in future. This will be discussed at the upcoming leadership conference and fed back to Governors at the next meeting.</p>	
9.	8	<p>Safeguarding requirements (CAST)</p> <p>DS is completing the SG1 (staff training) and will submit to CAST by the deadline</p> <p>Level 2 safeguarding training was delivered to all staff on the non-pupil day in September.</p> <p>KCSiE 2019 changes DS briefly described the changes to the KCSiE document to Governors. This will be covered in more detail at the next meeting.</p>	
10	9	<p>Matters arising since agenda distributed as identified at item 3 <i>Governors queried how the Foundation Stage is working so far with mixed Nursery / Reception teaching responsibilities?</i> This could be the subject of a future Governor visit.</p> <p>No concerns have been raised yet by parents. AF is to check the</p>	Q

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		lunchtime ratios.	
11	10	Correspondence <ul style="list-style-type: none"> • LR had received a query about Reception tours which he has passed on to ABr. • ABr has received another malicious communication and once again police advice has been sought although no action will be taken. 	
12	11	Date of next meeting: 7/10/19 5.30pm.	

Outstanding Actions

- Governors were invited to digest the outcomes data which will be shared via the Drive and compile questions – there will be more detailed analysis in September
- AF to consider paper trail of the decisions and discussions between teaching teams when assessing children.
 - Governors agreed to monitor [safeguarding and pupil conferencing] as Governors would like to understand children's views of behaviour more. There also must be a conversation about safeguarding resources. Governors suggested we carry out a pupil survey in the new school year.
- SP will to carry out some case studies to examine some individual children who have had irregular or changeable results and to find out why.

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