



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

Date	13 th February 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	
Mnsgr Harry Doyle	Foundation	N	Y
Luke Robinson	Parent	N	Y
Rachel Sparks	Foundation	N	Y
Frances Dennehy	Foundation	Y	
Lucy Wills	Community	N	Y
Alex Hill	Community	Y	
Suzanne Pollard	Parent	Y	
Denise Sparkes	Staff	Y	
Other Attendees		Present	Apologies
Ali Brocksom	Clerk to Governors	Y	
James Cookson	Prospective Foundation Governor	Y	

Agenda Ref	Minute Ref:	Detail	Info Decision Question Action
1.	38.	Prayer FP led a prayer.	
2.	39.	Apologies & Declarations of Interest Apologies from LW, LR, RS had been received and were sanctioned. There were no declarations of interest. James Cookson was welcomed and introductions were made.	
3.	40.	Agree any items of business to be discussed at end of meeting that are not on agenda <ul style="list-style-type: none"> Planning application update 	
4.	41.	Agreement of Part 1 & 2 minutes of December 12 meeting including review of any actions The minutes were agreed and signed. <ul style="list-style-type: none"> AF, LR and AH will meet to discuss strategy and vision in the New Year. Completed SG3 (Governors report to CAST) will be circulated to Governors by AF. Completed. AF will contact CAST and advise we are pursuing 106 	D

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		<p><i>funding. Completed.</i></p> <ul style="list-style-type: none"> • <i>Communication with parents on the next newsletter will be a joint head and chair letter about Ofsted. Completed.</i> 	
5.	42.	<p>School Development Plan review</p> <p>AF talked through the new look SDP document shared with Governors, focussing on strengths, areas for development, opportunities and obstacles. The main points discussed were:</p> <ul style="list-style-type: none"> • Maria Edwards has carried out a very positive CAST Director's visit and was shown this document. • Mission, values, vision and leadership are strong. Morale is high. • CAST are having a positive effect on the school. • The attainment of children with cognition and learning needs must be a focus. • We are working on the enriched curriculum, based on our already strong curriculum. • Play opportunities are being developed. • Collaborative working is strong – e.g. KR is part of the CAST SEND cluster to develop a CAST strategy. • AF's work leading the Torbay Cluster in the pilot and also role as LLE are both an opportunity for collaborative working and an obstacle as AF's time is taken away from St Nicholas. • AF discussed the plans for the £25,000 capital funding allocated by DCC to enhance SEND provision (sensory room, Lego wall, outdoor classroom and sand / water areas in EYFS). • The leadership structure is changing (LS secondment and LW pregnancy) and under review. Secure plans are in place to cover literacy in LW's absence. • Budgetary constraints and lower Reception applications are obstacles to be considered which will have an effect on staffing levels for September. • The Catholic Life of the School was discussed:- <ul style="list-style-type: none"> ○ We have a new RE leader. ○ RE CAST conference will include Headteachers. ○ RE Assessment material for every year group has been submitted to CAST. ○ A planning meeting (AF, Maria Quinn, Emily Frappart, Bex Lambert and Fr Jonathan) has taken place to enhance and celebrate Lent as a season across the school. These will form a school Catholic Life working party. ○ There will be cluster working around an RE focus. ○ A children's survey is taking place about prayer and we are looking at the focal points around the school to ensure consistency. ○ We are hosting the diocesan launch of 'Caritas' 	

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		<p>(CAST Gospel Values) for CAST.</p> <ul style="list-style-type: none"> • Projected SATs, phonics, Yr 2 and EYFS assessments all look positive. 71% have reached ARE or above in Yr 6 SATs this week. • Accountability for assessment is going very well with teachers. • Our 'no marking' strategy is working well, focusing instead on verbal feedback and AFL sheets. • There is much shared professional dialogue. • Behaviour management is consistent across the school and working well. • AF and KR are attending metacognition training. • A whole school mental health strategy is being developed. • Spring 2019 actions were discussed:- <ul style="list-style-type: none"> ○ Work on the September leadership structure to take place ○ Curriculum development (shared dialogue to develop science and art curriculum and teaching) ○ Need to <u>secure</u> effectiveness of teacher assessment ○ Outdoor provision (Opal) is under development to provide wider opportunities outside. • Governors queried the leadership and teaching reviews – we need to ensure there is enough time for any recruitment, especially into a leadership role, to be effective. Our current leadership team is good and very effective. AF is cautious of bringing anyone in from outside into any leadership position who does not know the school and our way of working. Plans are being developed and we may consider recruiting after Easter. • Governors queried whether the phonics predictions are good because the Yr 1 and Yr 2 children have been split? Phonics has been taught in a different way this year which has led to good predictions for ARE. This has enabled children who may not have passed in previous years to reach ARE. The KS1 results over the last few years have been stable and they have been mixed classes. 	<p>Q</p> <p>Q</p>
6.	43.	<p>Discussion and agreement about new way of working</p> <p>Working parties were discussed in detail.</p> <ul style="list-style-type: none"> • We will have link Governors responsible for specific items. • Visits will be carried out to 'fact find' and then reported to LGB. The SDP will form the focus of the meetings (e.g. improvement in phonics results). • They are not decision making and do not need a quorum. They do need to have a chair and notes taken. • Working parties need a focus and evaluation. The focus can be discussed and agreed at LGB. • Lead Governors will be receiving much CAST training. They are looking at developing much online training to reach as many Governors as possible. 	

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		<ul style="list-style-type: none"> Governors were asked to make use of The Key, an online resource. There will be standardised templates for visit notes. Staff need to be informed about the Governors new way of working. Governors will demonstrate more strategic thinking. AF will not attend all working parties, other school leaders will attend meetings (KR, LW). Governors were allocated to groups on the shared spreadsheet. Core Groups and lead governors (who will also Chair the working party) are <ul style="list-style-type: none"> Catholic Life of the School - Frankie Phillips Safeguarding - Lucy Wills Health & Safety - Luke Robinson Outcomes - Suzanne Pollard Teaching & Learning - Angela Bosley Funding and Grants - Suzanne Pollard 	
7.	44.	<p>Ranking of Primary Applications according to Policy</p> <ul style="list-style-type: none"> Reception applications for 2019 54 ranked applications were distributed for Reception. After discussion ranking was agreed against the published policy. <p>Governors queried whether the planned hospital has affected people's decision whether to apply? We know of at least 2 families who did not apply due to this.</p> <ul style="list-style-type: none"> Agreement to Nursery applications for Summer Term There were 2 applications which were both accepted as there is enough space. <p>We have had 2000 flyers printed, many of which have already been distributed in the area, to advertise our Nursery.</p>	<p>D</p> <p>Q</p> <p>D</p>
8.	45.	<p>Communication</p> <ul style="list-style-type: none"> Parents will be informed about the changes to the working of the LGB. AH will write an article for the first newsletter after half term. Staff – will receive the same message in staff meetings. 	A:AH
9.	46.	<p>Matters arising since agenda distributed as identified at item 3</p> <p>Planning for hospital AF met with the Hill Barton Association who have been very proactive and applied for a judicial review in January. It has therefore gone back to the Planning Committee for review as they did not consult safeguarding fully enough. AF will share further concerns. They will be contacting Devon CC, the Diocese and</p>	

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		CAST. AF shared a letter to be sent to the Devon Head of Education and Learning and the Head of Children's Services to ensure they realise the impact of the planning decision. Tomorrow a letter will go back to ECC.	
10	47.	Correspondance Received None The meeting moved to Part 2. JC left the meeting.	
		Date of next meeting: 3rd April at 6pm	

Alex Hill
Vice Chair

Ali Brocksom
Clerk

Date

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