



St Nicholas Catholic Primary School (Academy)
Part 1 Minutes of Full Governors Meeting

Date	21st October 2015	Time	6pm in School
Governor Attendees:			
Name	Type of Governor	Present	Apologies
Amelia Harding	Staff	Y	
Angela Bosley	Foundation	N	Y
Angela Folland	Headteacher	Y	
David Greenstreet	Foundation	N	Y
Huw Hadden	Staff	Y	
Frankie Phillips	Foundation	Y	
Mnsgnr Harry Doyle	Foundation	Y	
Jane Wardle	Foundation	Y	
Julian Strong	Foundation	Y	
Lata Ramoutar	Associate	Y	
Lisa Thomas	Community	N	Y
Michelle Johnson	Foundation	Y 6.25	
Ola Godbeer	Foundation	N	Y
Paul Varghese	Associate	N	N
Rachel Sparks	Foundation	N	Y
Luke Robinson	Parent	Y 6.20	
Other Attendees		Present	Apologies
Ali Brocksom	Clerk to Governors	Y	

Agenda Ref	Minute Ref:	Detail	Info Decision Question Action
	2015/16		
1	12.	Prayer	
2	13.	Housekeeping Apologies & Declarations of Interest There were apologies from OG, RS, AB. DG and RS and their absence was sanctioned. There were no declarations of interest.	D
3	14.	Agreement of Part 1 and 2 minutes of meeting held 16th September The minutes were agreed and signed.	D
4	15.	Strategic Direction of the School <u>HT's report including Safeguarding update.</u> Main points discussed: <ul style="list-style-type: none"> • Format has changed to include "Living the Mission" front section following our development of the "Catholic life of the school". • Key Priority evaluation is included from September to date. • On entry (September) data included for disadvantaged and SEN children (who are working at / towards "expected") are now tracked against their year groups to ensure more disadvantaged children meet "expected". Currently 8% less of the disadvantaged group are meeting "expected" than non-disadvantaged. • In Yr 5 we have a large cohort of disadvantaged children and there is 	

		<p>also a significant gap. Some of these children are also high SEN.</p> <ul style="list-style-type: none"> Yr 6 position is looking very good. SEN progress monitor was discussed and will be shared with Governors. <i>LR queried whether there is built in evaluation of staff CPD?</i> All training <u>is</u> evaluated as part of KP3. There is also a Governor visit looking at Staff CPD planned. Exclusions were clarified following a question submitted by FP. We no longer have a girl in Yr 5 who was excluded. <p>[Luke Robinson (new Parent Governor) arrived and was welcomed. MJ arrived]</p> <p>Safeguarding Report This was distributed, discussed and signed.</p> <p>Assessment without levels</p> <ul style="list-style-type: none"> A presentation was given at T&L. <u>All governors need to be aware of changes and differences in assessment (formative vs summative) and the subsequent changes in teaching strategies.</u> The handout will be shared with Governors by AF and on 11/11/15 we will be sharing this information with parents. AF is part of a group of heads developing assessment within 7 Exeter schools under the new framework. Children will gain a deeper understanding of their learning and will not be pushed on too early. <i>LR queried past observations in school where more able children are not being pushed</i> - it was felt this may have been true 2 years ago but is no longer. <i>FP queried where the evidence is for this</i> – the data currently shows this but all heads need to find ways to evidence this under the new system without levels. <i>LR queried how the children will be told about the new system.</i> They tend to know their levels. Instead they will have targets for particular units of work that they can discuss with parents. <i>JW queried the format of feedback to Governors</i> – this will have to be redeveloped in due course and could be part of a Governor visit. <p>Strategic Vision of the School & formulation of impact Statement</p> <ul style="list-style-type: none"> JW has put together a framework. We will be obtaining input from parents, staff, governors, churches. Questions have been put together and will be circulated. We are looking for engagement from the start. We are also looking to develop an “impact statement” for Governors to be published on the website. FP has found a model and will share it with Governors. We need to evaluate impact of FGB meetings. 	<p>Q</p> <p>A: AF</p> <p>Q</p> <p>Q</p> <p>Q</p> <p>Q</p> <p>A: FP</p>
5	16.	<p>Governors</p> <p>Agreement of ToR of all Committees as recommended by each. Agreed</p> <p>GAP Update</p> <p>Priorities need to go to Committee meetings. All committees will articulate what they are going to prioritise for the GAP.</p> <p>Reports from Committee Chairs – brief reports were given of the meetings.</p> <p><i>JW queried our attendance target (APW).</i> Our administration of attendance is very good and our target of 97.1% is aspirational – we do not want children to miss any education. Parents have been fined by DCC following statutory</p>	<p>D</p> <p>A: AB</p> <p>Q: JW</p>

		<p>reports from us to the EWO. AH clarified the process to Governors.</p> <p>Receive reports from governors who have attended training JW, AF and AB completed the Heads Chairs and Clerks day which was valuable. Our Governing Body functions well and our processes are good. We will consider Governor evaluation in the future. AB will explore Governor evaluation resources.</p> <p>Evaluation so far on use of Chromebooks It was agreed to continue with the sharing of documents on Google as there are benefits in paper saving. There have been a few teething problems which hopefully will be sorted out through using the system and feedback to AB.</p> <p>Succession Planning JS will be leaving in December. We will have a Foundation Governor vacancy in January, to be appointed by the Bishop. We need to identify the skills we need and work with the church to appoint the right person. We can advertise in the Church newsletters. HD suggested prospective candidates meet with AF and other Governors to find out about the role. HD suggested we also contact John Mannix about the vacancy and discuss with him the key skills needed.</p> <p>Governors Visits Suggestions for visits for Autumn Term were circulated and discussed. Governors were asked to sign up and return to ABr.</p>	<p>A: AB</p> <p>A: JW / AF</p>
6	17.	<p>The School as a Catholic Community Strengths and areas for development</p> <p>The draft SEF was distributed with input from the NPD in September included and was discussed in detail. Governors were asked to input to the SEF by reviewing the document and contributing at the next FGB. It will also be considered by the WLT. The Leadership and Management section must be actively completed and could be included in a Governor visit plus input from committees. FP will come to the pre inspection meeting with Sarah Adams 10am on the 9th.</p>	A: FP
7	18.	<p>St Joseph's update</p> <ul style="list-style-type: none"> • They have advertised for a substantive head to start in September 2016 or Easter if possible. • The impact on St Nicholas school has been positive. • There has not been any significant reaction from parents. • JW has offered her help to the Governing Body. St Joseph's governors will be invited to come and observe our Governor meetings. 	
8	19.	<p>Matters arising since agenda distributed</p> <p>"Prevent" information was distributed by AH who had attended the safeguarding forum. This is to highlight the school's duty to prevent radicalisation of children and ensure children understand fundamental British values. This will be included in our curriculum and there will be training for staff and Governors. It was agreed that the Safeguarding Governor would assume this link responsibility. A risk assessment will also be carried out.</p>	D
9	20.	<p>Received by AF or JW</p> <ul style="list-style-type: none"> • Governors were invited to a Plymouth CAST art exhibition • A parent / peripatetic piano teacher has asked if we can buy a new piano. It would benefit the whole school. PTA have suggested that parents sponsor a piano key and we could also fund raise at future concerts. JW will reply on behalf of the Governors. 	A: JW
10		Date of next meeting: Weds 9th December 6pm	

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Jane Wardle
Chair

Ali Brocksom
Clerk