



St Nicholas Catholic Primary School (Academy)
Part 1 Minutes of Full Governor's Meeting

Date	26 May 2016	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	
Huw Hadden	Staff	Y	
Frankie Phillips	Foundation	N	Y
Mnsgnr Harry Doyle	Foundation	Y	
Jane Wardle	Foundation	Y	
Lata Ramoutar	Associate	N	Y
Lisa Thomas	Community	Y	
Luke Robinson	Parent	N	Y
Michelle Johnson	Foundation	Y	
Rachel Sparks	Foundation	Y	
Judie Yung	Foundation	Y	
Other Attendees		Present	Apologies
Ali Brocksom	Clerk to Governors	Y	
Tricia Blyth	PCAST Adviser	Y	

Agenda Ref	Minute Ref:	Detail	Info Decision Question Action
1	59.	HD led a prayer <u>Welcome and introduction to JY</u> JY was welcomed and introduced.	
2	60.	Apologies & Declarations of Interest Apologies had been received from Abo, FP, LRo, LRa and their absence was sanctioned.	D
3	61.	Agreement of Part 1 of meeting held 22nd March 2016 These were agreed and signed.	D
4	62.	St Joseph's TB thanked St Nicholas' staff and governors for all of the support given to St Josephs. AF's contribution has been significant but there is much more that needs to be done. <i>TB asked what the impact has been on St Nicholas of AF's absence.</i> <ul style="list-style-type: none"> It has allowed other staff to develop and take on more responsibility. We have begun to 'grow people'. We are 	

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		<p>offering much school to school support.</p> <ul style="list-style-type: none"> We do miss AF and our vision continues but the momentum is seen to be less by some. AF however is still a significant part of the strategy and vision and makes a full contribution. AH and LS fill the hours that AF does not cover and have taken on roles previously fulfilled by her (such as staffing and parental issues). There is currently no prospect of a head at St Josephs. The job is to be re-advertised after half term. Some pupils and parents are missing AF and we may need to communicate better with parents about her role at St Js. FGB to agree best communications for parents regarding AF and St Joseph's Governors discussed the budget and the fact that the money we save on AF's secondment is beneficial. We cannot afford a FT Headteacher. Resources to work with HT to provide potential business models for SLT to go to FGB for consideration in Autumn term TB asked Governors to consider the support we feel we can offer to St Josephs. She reiterated her thanks and the significant impact made by AF's support. <p><i>TB left the meeting.</i></p>	<p>A: FGB</p> <p>A: RES</p> <p>A: All [next meeting]</p>
5	63.	<p>Strategic Direction of the School</p> <p><u>SATS</u> Sample 2016 SATs questions were distributed and Governors were given 5 minutes to complete them. It was a demonstration of the high expectations on our Yr 6 children this year and to aid the Governors when examining data at the end of the year. It raises many questions including how to help parents support their children. We will await the data and compare with National.</p> <p>Governors asked that we benchmark our data and we expect to do this with CAST schools so that we can analyse in September.</p> <p><u>HT's report including data</u> <i>Governors queried the numbers of children taking first Holy Communion in each church.</i> This is a conversation taking place with priests. We know we had more children at Blessed Sacrament taking communion. Governors asked that we consider trends in the number of catholic children coming into school when looking at the Catholic Life of the school. AF & Priests will discuss this in their termly meeting and come back to Governors with thoughts/actions.</p> <p>JY commended the report as a full and useful report. Governors asked that on future reports the KP titles are made clear.</p> <p><u>Safeguarding update</u></p>	<p>A: SLT [SEPT]</p> <p>Q</p> <p>A: AF [ongoing]</p> <p>A: SLT [ongoing]</p>

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		<p>Information was distributed and signed by JW.</p> <ul style="list-style-type: none"> We are now using CPOMS (an online reporting system) and it is having a good impact on managing chronologies. All staff have had training and all can access the system. A racist bullying incident has been dealt with and the Yr 5 children have been looking at racism with AH. We are also using 'Whisper' – an anonymous reporting tool for children on the website and we have had a few reports which have been dealt with. Governors were pleased with the report. <p><u>Anonymised info about SEN measures undertaken to help children as agreed at Dec meeting</u></p> <p>Part 2 redacted information was distributed and AH talked through the process and cost of supporting a specific high needs child and the impact of all intervention undertaken. Governors found the information really valuable in understanding the complexity of some of our SEN children and how other agencies and the SEN process is being used to support these children and thanked AH.</p> <p>We have learned lessons and best practice from this case which will help us in future to deal with similar cases.</p> <p><u>Progress of strategy working group</u></p> <p>JW updated Governors that DCC will not fund any expansion of our school as they see no current need. Any expansion would have to be self-funded.</p> <p>JW will consider next steps.</p>	<p>A: JW [next meeting]</p>
6	64.	<p>Governors</p> <p>Update from Chairs on 3 priorities of committee and any key additional issues.</p> <p>RES including:</p> <ul style="list-style-type: none"> consideration of 16/17 budget and recommendation by RES. Fair Funding Proposals and action Governors to take <p>The Chair updated Governors on the recent RES meeting and budget. SLT have worked hard to plan a staffing structure around the funding issues which is supportive of the children.</p> <p>SLT are meeting with the 0-25 team to establish how we can appropriately spend SEN funding to meet all the needs of children.</p> <p>Much work is being undertaken by SLT to look at the TA structure and a consultation process will also be undertaken with staff.</p> <p>The budget was recommended by RES and FGB ratified this decision.</p>	<p>D</p>

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	<p>RES are also to look at other funding streams.</p> <p><u>Nursery</u> There is more interest in the Nursery and we are holding more tours.</p> <p>We have 13 children on the register for the Autumn term although this is likely to increase.</p> <p>The wrap around care numbers are currently low.</p> <p><u>Fair Funding</u> There will be a consultation coming out for Fair Funding and all Governors were asked to take part and contribute.</p> <p><u>T&L</u> A brief update was given.</p> <p><u>APW</u> A brief update was given.</p> <p><u>Reports from governors who have attended training</u> None Staff Governors were asked to consider undertaking the New Governor training</p> <p><u>Update on Governor training 10th June (am) in school</u> There will be a 2 hour session on managing complaints which will be useful for all Governors to support staff. The TLRs may also be released to come and gain an overview of managing complaints.</p> <p>This will be followed by a facilitated session on T&L and what Governors need to know.</p> <p><u>Succession Planning and Committee membership</u> DG has tendered his resignation and PV has also decided to step down.</p> <p>ABr will advertise for another foundation governor. We are looking to widen our skills and experience.</p> <p>JW will discuss committee membership with JY. [Completed after meeting]</p> <p><u>Governors Visits</u> Governors have come in to work on the budget and the TA structure.</p> <p><u>Audit of Governor's use of Google Drive</u> Governors completed a survey (following discussion about Governors platform on the web) to establish thoughts on Google Drive. These will be collated by HH and taken to RES to consider</p>	<p>A: All [when consulted]</p> <p>A: ABr</p>
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		any action required.	
7	65.	The School as a Catholic Community We are taking Yr 5 to an event for all Central Schools at Buckfast Abbey on the theme of Courage. Part will be led by the Bishop All Yr 6 leavers will go to a con-celebrated mass at Plymouth Cathedral on the 5 th July. We are leading the music. Governors indicated they were impressed with all the many and varied events that take place in the school.	
8	66.	Governor's Summer Newsletter It was agreed that we will include <ul style="list-style-type: none"> • Thank you to DG, AH and PV • Plymouth CAST visit & communication • Budget • Early Years provision 	
9	67.	Heads / Chair's Items <i>The meeting moved to Part 2</i>	
10	68.	Key updates for Governors None	
11	69.	Received by AF or JW None	
12		Date of next meeting: Wednesday 13th July 6pm	

Jane Wardle
Chair

Ali Brocksom

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