**St Nicholas Catholic Primary School (Academy)**

**FGB Meeting Minutes Part 1**

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| **Date** | 3rd April 2019 | **Time** | 6pm in School |
| **Governor Attendees** |
| **Name** | **Type of Governor** | **Present** | **Apologies** |
| Angela Bosley | Foundation | Y |  |
| Angela Folland | Headteacher | Y |  |
| Frankie Phillips | Foundation | N | Y |
| James Cookson | Foundation | Y |  |
| Luke Robinson | Parent | Y |  |
| Rachel Sparks | Foundation | Y |  |
| Frances Dennehy | Foundation | Y |  |
| Lucy Wills | Community | Y 6.09 |  |
| Alex Hill | Community | Y |  |
| Suzanne Pollard | Parent | Y |  |
| Denise Sparkes | Staff | Y |  |
| **Other Attendees** | **Present** | **Apologies** |
| Ali Brocksom | Clerk to Governors | Y |  |

Please advise Ali if you are unable to attend.

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| **Agenda Ref** | **Minute****Ref:**  | **Item**  | **Info****Decision*****Question*****Action** |
| 1 |  | **Prayer**AF led a prayer.  |  |
| 2 |  | **Housekeeping** ApologiesApologies were received from FP and her absence was sanctioned. Declarations of Interest for this meetingThere were no declarations of interest. JC was welcomed as an official Foundation Governor.  | **D** |
| 3 |  | **Agree any items of business to be discussed at end of meeting that are not on agenda**None |  |
| 4 |  | **Minutes and actions from last meeting**Agreement of Part 1 & 2 minutes of last meeting including review of any actions* *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.* This will be completed for the next newsletter.

**The minutes were agreed and signed.** ***The meeting moved to part 2*** | **AH****D** |
| 7 |  | **Leadership Report and SDP** The leadership report was distributed and discussed.* We have momentum with OPAL to develop outdoor play provision.
* Leadership structure is to be finalised.
* AF attended ‘good’ school training to continue planning getting to ‘outstanding’. Matthew Barnes visited today and discussed with AF the process of getting to ‘outstanding’ in 3 years.
* We have confirmation of our £25,000 SEN funding which will enable us to obtain an outdoor classroom and other items to transform some spaces.
* Catholic Life of the School
	+ AF, EF and MQ attended a CAST conference. Monitoring will take place in the summer term.
	+ We will aim for outstanding in our next Section 48.
	+ We have a dynamic Catholic Life group made up of staff and Fr Jonathan.
	+ A Governor’s RE visit has taken place.
	+ We set up prayer spaces in the Bickleigh Room and feedback from children has been interesting and very positive.
	+ Pupil Chaplaincy within CAST schools is being developed and we have put ourselves forward for the pilot.
* We are developing our mental health strategy for children and staff.

*Do we need to visit other schools to find out what they are doing to help us get to outstanding in Section 48 or are we doing enough already?* We do work alongside the parishes and feel we are already doing much to get to a judgement of outstanding. It will be interesting to work with the new Diocesan Commissioner once appointed. **Spring 2019*** Science and Art have been a focus. Teachers have carried out self- evaluation, research and have set expectations for next term which will be monitored.
* Geography and DT will be the foci next term.
* AF and KR have completed meta-cognition training.
* Leadership structure and Governors are still rag rated orange for staff and children.
* Mental Health strategy is being developed and a group has been set up to develop the action plan. We have 12 children who are mental health ambassadors.

**Outcomes*** EY prediction is 60 % to obtain a GLD (14 / 45 have SEND)
* Yr 1 phonics – 81% prediction due to very good systematic teaching of phonics
* Yr 2 – have made good progress and GD is better than National in writing and maths.
* Yr 6 – predicting similar to national. Positive predicted SATs results.
* Attainment of Yr 1 is strong although Yr 5 are an issue, especially maths (KS1 data was low).

Summer priorities and outcomes were then discussed. **The format was commended by Governors as clear and concise.** *Governors queried how we can cope with SEN with a reduced leadership structure?* The Asst SENCo has taken on much of the organisational roles carried out by the previous SENCo, thus allowing KR to be more strategic.  | **Q****Q** |
| 8 |  | **Catholic Life of the School** AF distributed information and fed back from the National School of Formation programme she has completed. CAST and the Bishop are fully supportive and involved. It was a very valuable, powerful retreat and will have an impact, developing vision, leadership and our mission. It confirmed what we do here for children is good but there are ways we could engender more depth and power by giving the children more ownership and information. We will look to develop more Catholic social teaching.  |  |
| 9 |  | **Governors*** New way of working – feedback and discussion including feedback from Governor’s Briefing
	+ *Schedule of Accountability – confirming we meet requirements*
	+ *Feedback to CAST re consultation*
	+ *Governor’s Visits Policy and template*
	+ *Chair’s Record*
	+ *Annual Self Evaluation of LGB*
	+ *Proposal for RE SEF and feedback to CAST*
* The Governor’s briefing gave more clarity about the new ways of working. Governors have 99 identified responsibilities in the proposed Schedule of Accountability.
* Visits and working parties must be planned and organised for the new term, each with a focus. There was a discussion about the new procedures.
	+ A curriculum visit will look at art and science (ABo).
	+ A governor budget visit will take place (LR)
	+ SEND visit (LW & RS)

**Membership of LGB**LR will consider applying to become a Foundation Governor. Our makeup of Governors does not comply with CAST Schedule of Delegation and we must recruit more Foundation Governors. If Luke were accepted it would make us compliant. Fr Harry did not complete application form to continue as a Foundation Governor. He will be appropriately thanks for his time and dedication to the school.  |  |
| 10 |  | **Reports from named Governor Leads on Visits and Training** Report back on all visits and training undertaken since the last meeting* Catholic Life of the School – the visit notes were distributed and briefly discussed.
* Safeguarding – LW met with AF last week and will complete a report. Safeguarding is robust with weekly safeguarding meetings and very good training each week. Detailed notes are kept by all staff on CPOMS. There is a large level 3 trained safeguarding team.
* Mental Health Strategy – the developing strategy will be launched in the summer term and children who are mental health ambassadors will help lead it. It is very joined up and is for staff and children.
* Opal – is a very exciting initiative to transform the outdoor area and meet many SEN needs, with a positive impact on behaviour. Children will have ownership of their play. ‘Wake up and Shake up’ was also commended by Governors.
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| 11 |  | **H&S Update** H&S audit was very positive. We are awaiting the report and are dealing with a few issues that arose. |  |
| 12 |  | **Policies for approval** None to consider at this stage. AF and AB are meeting about policies in the new term.  |  |
| 13 |  | **Additional Items** None |  |
| 14 |  | **Correspondence** None received.  |  |
| 15 |  | **Date of next meeting: 21st May at 6pm** |  |

Luke Robinson Ali Brocksom

Chair Clerk

Date