



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

Date	21/05/2019	Time	6pm in School
Governor Attendees			
Name	Type of Governor	Present	Apologies
Angela Bosley	Foundation	Y 7.15pm	
Angela Folland	Headteacher	Y	
Frankie Phillips	Foundation	N	Y
Luke Robinson	Parent	Y	
Rachel Sparks	Foundation	Y	
Frances Dennehy	Foundation	N	Y
Lucy Wills	Community	N	N
Alex Hill	Community	Y	
Suzanne Pollard	Parent	Y	
Denise Sparkes	Staff	Y	
James Cookson	Foundation	Y	
Other Attendees		Present	Apologies
Ali Brocksom	Clerk to Governors	Y	

Agenda Ref	Minute Ref:	Item	Info Decision Question Action
1	60.	Prayer AF led a prayer.	
2	61.	Housekeeping Apologies Received had been from FP. AB will be late due to a prior engagement. [FD sent apologies during the meeting and LW afterwards]. Declarations of Interest for this meeting There were no declarations of interest.	
3	62.	Agree any items of business to be discussed at end of meeting that are not on agenda <ul style="list-style-type: none"> • Governor training • Communication with parents. 	
4	63.	Agreement of Part 1 & 2 minutes of last meeting including review of any actions The minutes were agreed and signed. Outstanding actions: <ul style="list-style-type: none"> • <i>Parents will be informed about the changes to the working of the LGB. AH will write an article for the first newsletter.</i> This will form part of the Governor's newsletter to parents at the	D

		end of term.	
6	64.	<p>SDP Update for Governors</p> <p>AF discussed the updated SDP, already shared with Governors.</p> <ul style="list-style-type: none"> • Since the last meeting the admin restructure has been completed. Staff took up posts on the 1st May. • Lauren's role has been confirmed working at OLSP and for the CAST team. She will not be returning which has implication for the budget. • Reception numbers are confirmed as 35 which has financial implications. We will have only one Reception class. EYFS staff are considering with AF how the Foundation Stage can be organised in September. • AF discussed staff changes that will have implications for the new school year. • We have asked CAST to authorise an advert for a TLR for maths leadership, to also teach in Yr 5/6. This is likely to be a secondment post from another CAST school. • AF spoke at the Caritas launch last weekend about the Catholic life of our school. We will also take part in the CAST pupil chaplaincy programme. • Summer 1 update: • Budget is complete with balanced future years and a 1% surplus as required by CAST. • LR had visited to monitor the budget and so fed back to Governors. He noted that we had fulfilled all CAST requirements. The top slice to CAST has increased. LR will ask JD to clarify what this is being used for. • Heads have fed back to CAST that we do not need SLAs to TES and the Key. • AF is exploring ways to work 'beyond the school' to bring income in. • We will be looking at increasing charges for income (BASC, Nursery and lunches). • We will be looking at meals in ASC and whether we can cut costs. • Pupil progress meetings have changed. AF and KR have met with every teacher and have held positive meetings. • Brad Murray will carry out a day's consultancy after half term. • The national leader of governance will meet with AF, AH, LR and ABr after half term to discuss our governance. • KR and AF are carrying out lesson observations and have seen some very good lessons, some with outstanding features. • The new Ofsted framework for Curriculum is very exciting. • We are looking at writing our own fluency programme for maths. Staff are also excited about this. • Student Councils are up and running again. • Metacognition is currently on hold. 	LR

		<ul style="list-style-type: none"> • OPAL (outdoor play and learning) has begun and the garden area is already open. The forest area will be open to children once we have enough staff to supervise. • AF, DS and KR are visiting schools to start to plan our new sensory room. <p>Plans for a school therapy dog were discussed and information was distributed.</p> <p>Review of SATs arrangements. We will be moderated by DCC for Yr 6 writing. SATs arrangements went well.</p> <p><i>The meeting moved to part 2</i></p>	
9	65.	<p>H&S update We attained 100% compliance after our H&S audit. CAST were very pleased and our staff were commended. Governors were very pleased.</p>	
10	66.	<p><u>School policies were readopted</u></p> <ul style="list-style-type: none"> • Foundation Stage Policy (no changes) • Accessibility Policy (no changes) • Physical Contact and Intimate Care (no changes) • Asthma Policy (no changes) • Children in Care (no changes) • Induction Policy (no changes) • E-Safety Policy (no changes) • Charging (no changes) • Governor Allowances and Expenditure (no changes) <p><u>CAST policies were noted</u></p> <ul style="list-style-type: none"> • Disciplinary, Grievance, • Capability, Appraisal and Equal Opportunities have now been updated in line with the Scheme of Delegation • New Collective Worship policy was noted. 	
5	67.	<p>Report back on all visits and training undertaken since the last meeting</p> <p>ABo fed back from her 3 visits (notes distributed to Governors)</p> <ul style="list-style-type: none"> • Literacy and PWP – this was a very positive visit. Staff understand the principles of the PWP and it is working well and becoming embedded, Children are engaged and understand the vocabulary and spelling mats. Skills in writing are evident in other subjects across the curriculum. Progress made by children was evident, especially in SEN and EAL. • Art – ST has many ideas about achieving the Arts Mark and other arts awards. Art will be developed across the curriculum, linking in with other subjects. The art curriculum group is going well and teachers are becoming more confident in teaching art. SEN children can flourish in art. There are challenges in teaching art – a good amount of time needs to be blocked out for specific lessons. There are also financial barriers. 	

		<ul style="list-style-type: none"> Science - SCG is new to the role and would value some support. She has asked for cameras to help with science practical lessons and lessen the amount of writing needed. Children need to get 'hands on' time. Science vocab is being taught to the children – a new system is being used to help called 'Widget' which produces symbols for every word. This is being used in many subject and is a very powerful tool. <p><i>Governors discussed funding for art and asked how we can raise funds? We need to overhaul what we have and then look at what we need to buy. We can use our PP funding more effectively.</i></p> <p><i>Governors queried whether resources could be shared throughout CAST? This could happen within clusters once they are up and running.</i></p> <p>AF informed Governors that there is a CAST IT review to be carried out in June.</p> <p>Other governors meetings will be carried out as per the schedule distributed (progress, curriculum, SEND, induction walk). In addition Geography and DT will be useful curriculum visits for September. An RE visit will also be scheduled for this half term.</p>	<p>Q</p> <p>Q</p>
11	68.	<p>Matters arising since agenda distributed as identified at item 3</p> <ul style="list-style-type: none"> Governors thanked AF and all the teachers who have been out with children this term (County Show, various trips etc). There are more trips to come this half term. The children are a credit to the school and behave really well. New Governor training was discussed. CAST hold induction meetings prior to the regular Governor briefings held each term. All Governors were advised to sign up on the CAST website. All Governors were asked to write a paragraph each to populate a Governors newsletter to parents at the end of term. 	
12	69.	<p>Any correspondence received since last meeting</p> <p>LR had an email from a parent complaining about a delayed SEN assessment. This was resolved and had been an error by Virgincare. The parent was contacted by both the school and LR and the matter was resolved satisfactorily. LR was reassured by the speedy way the school responded and how well they handled this complaint.</p>	
13	70	<p>The date of the next meeting was arranged for Wednesday July 17th at 6pm in school.</p>	

Luke Robinson
Chair

Ali Brocksom
Clerk

Date

Approved