



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

Date	26th May 2021	Time	7pm
Governor Attendees			
Name	Type of Governor	Present	Apologies
Angela Bosley	Foundation	N	Y
Angela Folland	Executive Headteacher	Y	
Kelli Reynolds	Head of School	Y	
Frankie Phillips	Foundation	Y	
<b>Luke Robinson</b>	Foundation	Y	
Fr Jonathan Stewart	Foundation	N	Y
Frances Dennehy	Foundation	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	

Minute Ref:	Item	Info Decision Question Action
20-21		
1.	<b>Prayer</b> AF led a prayer.	
2.	<b>Apologies &amp; Declarations of Interest for this meeting</b> Apologies from ABo and JS and their absence was sanctioned.  LR has a child in Plympton Class and withdrew from the discussion about Yr 5 class bubbles. Also any discussion about the hospital.	
3.	<b>Agree any items of business to be discussed that are not on agenda</b>  SA to discuss role of link director.	
4.	<b>Safeguarding Report Update (SG4)</b> KR updated Governors. <ul style="list-style-type: none"> <li>6 safeguarding concerns since last meeting</li> <li>8 TAF meetings</li> <li>12 children with EHCP and one in progress.</li> <li>1 fixed term exclusion (½ day) and support has been put in place.</li> </ul> There were no questions.	
5.	<b>Agreement of Part 1 minutes of last meeting (April 28)</b> Minutes were agreed and signed.	<b>D</b>

Approved by FGB/Signed by Chair:

..... Date: .....

<p>6.</p>	<p><b>Headteacher's Update</b>  <u>COVID 19 response update</u>                  Yr 5/6 classes will change after half term. We have moved children into a Yr 6 bubble and 2 Yr 5 bubbles after consultation with teachers. This will be beneficial to learning for the Yr 5 children, socially and emotionally. There have been ongoing concerns and friendship issues that have contributed to the timing of this decision. Until recently we were unable to consider the Yr 6 residential trip to Kilve due to COVID restrictions. We have to maintain the integrity of in-school bubbles to enable the Yr 6 children to go to Kilve.</p> <p>Due to a significant financial risk to not going we have worked with Kilve and teachers to enable Kilve to take place.</p> <p>We have 34 Yr 6 children and have placed them into one bubble, to be taught for the term by the teacher also attending Kilve. Yr 5 children have been split into 2 classes. These classes have been very carefully considered due to ongoing friendship difficulties.</p> <p>The Yr 6 children will be able to have a full transition journey to end their time here including the disco, leaver's mass etc.</p> <p>The Yr 5 children have had a challenging year and we will now be able to focus on them and look to close gaps.</p> <p>Yr 6 parents have been happy with these arrangements but there have been some concerns from Yr 5 parents. KR has met with and discussed the arrangements with them.</p> <p><b><i>The meeting moved to part 2</i></b></p> <p>Following discussions with parents we have agreed (after discussion with CAST) to widen the Yr 5 bubble which will allow all Yr 5 children to mix at break and lunchtimes. This has eased concerns significantly. It is due to the numbers of children in Yr 5 and 6 that has enabled us to do this and we would not yet be able to allow other years to do this (bubbles would be too large and many more children would have to be isolated if we had a case of COVID).</p> <p><i>In September will we go back to mixed year groups in KS2?</i> Yes we will go back to mixed year groups. We do hope to be able to group children in year groups for maths and literacy instead of teaching in mixed classes.</p> <p><i>Do you have any data looking at whether teaching in a whole class rather than year groups has had an impact?</i> Data is currently unreliable for this academic year as children had such different experiences of lockdown. We know from school review visits that the Powermaths needs more adaptation for the more able children. We hope to look at how we group more able mathematicians in September.</p>	<p><b>Q</b></p> <p><b>Q</b></p>
-----------	---	---------------------------------

Approved by FGB/Signed by Chair:

..... Date: .....

	<p><b>Headteacher's Report including</b>  <u>SDP (have ref to SL monitoring document)</u>                  AF discussed the shared document and this term's priorities v/ emerging priorities.</p> <p><u>KP1 - To develop the curriculum in foundation subjects.</u>                  Coaching is well under way. During the first half term teachers used 360 cameras.</p> <p>We are implementing Rosenshine principles in other subjects. Teachers have had peer coaching. The next term will be focussed on modelling.</p> <p>RE leads from both schools attending training on Building the Kingdom - an approach underpinning the rest of the curriculum on catholic social teaching. They will train teachers on the NPD after half term.</p> <p>Subject leaders in both schools will work together to align the 'flight paths' for all subjects. Collaboration is getting stronger. From September 2021 children will be taught the same curriculum in both schools which will strengthen planning opportunities and support the reduction of workload.</p> <p><i>Computing is a weakness in both schools. Is there a solution to address this? (SP)</i> AF has worked with Neil Maslen on a trust-wide computing group and worked with Exeter Maths School and schools outside the Trust eg EdTech demonstrator schools (giving CPD to teachers) such as Devonport High in Plymouth. We will use a new computing curriculum from September. We are addressing resourcing issues. We will also have a 2-3 year strategy to upskill teachers on Google.</p> <p><i>What % of pupils have Chromebooks? (SA)</i> We did not have to lend many out during lockdown. We are looking to buy all PP children a chromebook of their own and to enable other parents to purchase chromebooks through a finance plan. The pandemic has highlighted many issues with remote learning. Children need digital devices for learning.</p> <p><u>KP 2 - Developing Middle Leadership</u>                  AF referred to and shared our subject leadership development programme. Subject leaders are timetabled to take part in team teaching and monitoring books and planning. Teachers have release time and their development is being supported by KR. They will report back to SLT.</p> <p><u>KP3 SEN provision</u>                  We kept Pupil Passports going during lockdown in consultation with parents. KR is looking at the impact of these on the children through pupil conferencing and if individual targets are being threaded</p>	<p>Q</p> <p>Q</p>
--	---	-------------------

Approved by FGB/Signed by Chair:

..... Date: .....

through maths and literacy and whether children are on track to meet their targets by the end of the year.

The impact of interventions to close gaps in learning by C grade TAs will also be evaluated by KR this term through progress meetings.

KP 4 -To improve the quality of education in Reading, Writing and Maths

We have held pupil progress meetings and the curriculum has been realigned in each teaching team. LW and KW will meet with each team and look at books and lesson plans to ensure the agreements we set out in progress meetings are being seen through and progress being seen.

KP5 - To develop exceptional behaviour and attitudes to learning

The Behaviour policy is about to go to consultation with children. At the next LGB Governors will review it and discuss it.

KP6 - Catholic Life of the School.

Based on Building the Kingdom (BTK). We have commissioned our new pupil chaplains into post. By the end of term we will have an accurate picture of our teaching and learning in RE using the Come and See programme in preparation for a Section 48 inspection.

Emerging priorities for next year were discussed.

- Mapping disciplinary knowledge - how to use skills and knowledge
- Look at developing weaker subjects eg Computing.
- Look at the quality of subjects that contracted members of staff teach eg music.
- Use Devon's graduated response tool to continue SEND provision.
- RW & M - continue coaching, monitoring and evaluation
- New behaviour policy and how we embed the virtues and values.
- Embed the BTK materials across the curriculum.

**Peer Review**

The Trust have commissioned a company to work with the Executive Heads to evaluate schools. AF has carried some out already, looking at collaboration between schools after 2 years and how it is impacting outcomes for children. The collaboration between the maths leads in our school and OLSP was observed to be outstanding. The reviewers met with teachers and evaluated our use of the cameras and the coaching model across the schools. It is exciting and positive. Collaborative working across schools is much easier due to the use of online meetings.

**Budget update**

AF shared budget planning documentation. We are to have a re-deployed teacher from another CAST school and this will have an impact on the budget. We have had to rework it to ensure it

Approved by FGB/Signed by Chair:

..... Date: .....

	<p>balances for the next 5 years and it will be submitted to CAST. Our surplus will go to the CAST pool for the premises conditions survey. The new balanced budget will go onto Governorhub and questions are invited (please send to Ali).</p> <p><i>Have we pushed back to CAST about the redeployment of the teacher which has had such an impact on our staffing? We have not done this but we will advise CAST of the staffing impact in a report to them this week.</i></p> <p><b><i>The meeting moved to part 2.</i></b></p>	<b>Q</b>
7.	<p><b>Governance</b>  <u>Autumn / Spring / Summer term Governor visits and reports as per schedule</u>                  Catholic Life &amp; GDPR visits have taken place. FP and JC feedback from the Catholic life visit (notes to be shared). SP from the GDPR visit (note shared).</p> <p>JC feedback from the recent Ofsted training and the importance of the Governor role in any inspections.</p> <ul style="list-style-type: none"> <li>• Governorship - LW and her roles (Safeguarding &amp; SEN, Grant). AB to send around for expressions of interest in these roles. We will consider whether we need another Community Governor at the next meeting.</li> </ul>	<b>A:ABr</b>
8.	<p><b>Policies issued for noting</b>                  None.</p>	
9.	<p><b>Matters arising since agenda distributed as identified at item 3</b></p> <p>Sandy Anderson discussed the role of the link director and the plans to visit their allocated schools regularly (3 times a year) to get to know them and also to attend LGB meetings (at least 1 per year), staff meetings and carry out pupil conferencing.</p> <p>The link director will support the school and can be contacted if the school has particular problems.</p>	
10.	<p><b>Correspondance - any received</b>                  None</p>	
	<b>Date of next meeting: 7th July</b>	

Luke Robinson  
 Chair

Ali Brocksom  
 Clerk

Approved by FGB/Signed by Chair:

..... Date: .....

Date

Approved by FGB/Signed by Chair:

..... Date: .....