



**MINUTES OF THE MEETING OF FULL GOVERNING BODY OF
ST MARY'S CATHOLIC PRIMARY SCHOOL HELD IN SCHOOL
ON TUESDAY, 19TH OCTOBER 2021 AT 6.30PM**

PRESENT: Canon J Batthula (Chair, Foundation); Mr C Hartley (Vice Chair, Foundation), Miss P Pickering (Head); Mr M Doherty (L.A.); Mrs K O'Flynn (Foundation); Mrs J Hurst (Foundation); Mr A McArdle (Foundation); Mrs E Morgan (Foundation); Mrs N Henderson-Andrade (Elected Parent); Mr P Haley (Elected Parent); Miss L Grant (Staff); Mr S Taylor (Foundation)

APOLOGIES: Mr P Haley needed to leave the meeting at 6:45pm and Mr A McArdle expected to arrive at 7:00pm. All governors agreed that PH should cast his vote in the ballot box before he left as he is present in the meeting at the time of voting. PH cast his vote and left the meeting.

IN ATTENDANCE: Mrs L Hall (Clerk)

1. Chair opened meeting with a prayer.
2. Chair welcomed all to the meeting. Meeting was declared quorate.
3. **Register of Interests**
NHA declared she is a governor at another school. JH also declared she is a governor at another school.
4. **Minutes of the full GB meeting** of 7th July 2021 were declared to be a true record and were signed by Chair.

Minutes of the Extra-Ordinary full GB meeting of 21st September 2021 were declared to be a true record and were signed by Chair.

5. **Matters Arising**

No matters arising.

6. **Headteacher's Report**

KOF asked how the numbers of children for Confirmation compared to previous years. PP said it was part of the trend, that the numbers equate to 50% of the class not undergoing Confirmation, 3 of which are Catholic.

CH asked how MP Victoria Prentis' visit went on Friday 15th October. PP answered that she was perfectly happy to sit with the children and engaged in "MP's Questions" in each class, and the children did us proud.

ST commented on maternity leave. PP clarified that there will be some overlap between the two teachers on maternity leave. We have been impacted by the loss of a Senior Leader in [REDACTED] and there has been no response thus far to our advertisements for [REDACTED] maternity cover.

PP mentioned that the parent's consultations this week have been a very positive experience. We had thought that take up for face to face and telephone appointments would be about 50% each. However, approximately 80% of parents wanted to come into school.

PP has had a discussion with some governors about the procedure for updating the School Development Plan. There will be two documents, one which staff will complete with their progress and another that the governor responsible for that area will use to show their level of engagement once they have visited the school and talked to staff.

NHA suggested another area of the SDP could be to plan next steps. EM demonstrated the use of linked documents.

7. **Pastoral Matters**

Chair said that regular Mass has been taking place within school, and will continue after half term. Preparations for the Sacraments has begun, with a large group of 42 children for Communion. Confessions will be taken on 11th December, by 3 priests. PP said that all classes have been given Mysteries of the Rosary. Chair suggested that one of the Sisters can come in for Rosary as [REDACTED] has moved away.

8. **Vote for Chair and Vice Chair of Governors**

Nominations were received by the Clerk prior to the meeting from Mr Chris Hartley and Mr Sean Taylor. Both nominees left the room while votes were cast by ballot. The votes were counted by the Clerk and nominees were called back into the room to hear the result which was tied at 5 votes each. Chair suggested that the two nominees should come to a decision between themselves. JH asked what the procedure is for a tied vote. Clerk answered that the nominees should speak and then the vote should be re-cast. Chair reasoned that the vote cannot be recast as PH has left the meeting. Chair asked the governors if there were any objections to both nominees leaving the room and trying to reach a conclusion between themselves. No objections were raised and the meeting was continued while the nominees left the room.

9. **Reports from Committees
Finance/H&S/Buildings**

Following the Committee meeting of 14.10.2021 AMcA gave an outline of discussions about the budget which can be seen in the minutes of that meeting.

8b. **Vote for Chair and Vice Chair of Governors**

ST and CH returned to the meeting. ST said that they had discussed the idea of two co-chairs but decided that would not work. He announced that Mr Chris Hartley would take Chair and that he would take Vice Chair but he would like to continue his work looking for answers to the questions raised about academisation and to also look to support the action plan to increase the number of children in the school. CH said that, as their 15 minute discussion proves, they can work closely together and that both want to support the school. He asked if all the governors agreed and no objections were raised. PP said that this puts the governing body in a strong position to support the school and herself as headteacher. She gave her thanks to CJ for his role over the last 8 years, and for his support and understanding. CJ said that it has been a blessing to be involved and that it has been great to work with PP. He prayed that both CH and ST will support the school. Chair (CH) thanked CJ.

9b. **Reports from Committees
Finance/H&S/Buildings**

AMcA had completed his report of the committee meeting prior to interruption. He then said that the sterling work [REDACTED] does on behalf of the health and safety of the school, on top of his other employment, is one of the hidden factors keeping the children and the school safe. ST queried the report on the Google Drive, as he said it looked as if the school was heading for an overspend. AMcA said that there isn't an overspend as it is projected there should be some carry-over. PP also said that with carry-forward there is no overspend this academic year.

**Reports from Committees
Curriculum**

Following the Curriculum Committee meeting of 12.10.2021 KOF gave an outline of discussions which can be seen in the minutes of that meeting. There were no questions.

10. **Pupil Premium Review 2020-2021
Pupil Premium Plan 2021-2022**

EM said she has emailed [REDACTED] to thank her for her extraordinary work. She said that the 2021-2022 plan contains 28 Pupil Premium children, including Early Years, but that is almost double the figure in the 2020-2021 review. EM asked if 2020-2021 included Early Years pupils. [REDACTED] will clarify when meeting with EM. [REDACTED] PP was asked how many days per week [REDACTED] is contracted to work. She replied that [REDACTED] works 3 days a week but is on call 24/7. Both she and PP work throughout the holidays, responding to safeguarding concerns.

KOF suggested that advertising our SENCo's role could attract more students as parents would know they are sending their child to a nurturing and caring school, a Catholic school who value the whole child.

EM said that the number of interventions offered are mind blowing, and that we are very, very lucky to have [REDACTED]

11. Sports Premium Review 2020-2021
Sports Premium Review 2021-2022

MD said that he has spoken with [REDACTED] about increasing competitive sporting opportunities in school. He said that competition has not been taking place due to Covid but that this will change very soon. They have arranged another meeting so there will be an update next weekend.

PP said that football team has been playing and the pupils have started swimming again. She said that Covid cases have been so high amongst children that some schools are closing classes, but we have only had a handful of cases which have not spread. This impacts on sporting competitions outside our school community. Chair said this is down to the school community.

12. Policy Review Schedule
Safeguarding and Child Protection Policy

Approved by Full Governing Body with the update of Chair of Governors details

SEND Policy

Approved by Full Governing Body

Critical Incident Policy

Approved by Full Governing Body with the update of Chair of Governors details

13. Governor Hub

Clerk spoke about Governor Hub. The LA are encouraging schools to use it as it is the new home of Governor Services. OCC are covering the subscription of £400+VAT for maintained schools. Training is accessed and logged through the website. The Clerk has merged the Governor Hub calendar with the Governors existing Google Drive calendar. Documents can be uploaded to Governor Hub and marked as signed digitally. A smartphone app is available.

PP suggested we trial Governor Hub. AMcA said he thought it was a fantastic resource but wonders how much we can utilise it. Chair encouraged governors to use it.

14. Any Other Business

PP said that the Queen's Jubilee in June 2022 has been declared an extra Bank Holiday but, as this falls within school holiday time, all schools have been given the opportunity to choose their own Bank Holiday closure. PP has chosen 8th June which falls after the school's two planned INSET days.

KOF had been to the Parish eco meeting last night. They are going to look at the green space around the church and would like to involve the pupils – for example building a bug hotel, designing flower beds or growing seeds. LG said that the school kitchen uses food grown by the children in the school kitchen.

The meeting closed with a prayer at 20:30.

LH 21/10/21