



Minutes

Of a meeting of the **Full Governing Body** of St Mary's Catholic Primary School held in school on

8 July 2024, 6:00pm

Present: Mr S Taylor (Chair, Foundation); Mr D O'Connor (Head); Mrs E Correia (Foundation); Mrs T Yarker (Foundation); Mr G Refalo (Elected Parent); Mrs S Horton (Staff); Mr M Doherty (L.A.); Mrs E Morgan (Foundation); Mrs Princess Akin-Olugbade (Elected Parent)

In Attendance:

Apologies: Lacey Hall (LH); Mrs N Henderson-Andrade (Foundation); Canon J Batthula (Vice Chair, Foundation)

The meeting was quorate.

1.	Opening Prayer	Actions
2.	Welcome and Apologies for Absence	
3.	Register of Interests SH declared she is a governor at Waddesdon School. Chair declared he is a Foundation Director at Pope Francis Multi Academy Company. EM declared that she is a teacher at Blessed George Napier school.	
4.	Minutes of the last meeting of 13 th May 2024 were declared to be a true record and were signed by Chair. Matters Arising 1. Signage at church promoting the school – Completed 2. Pupil Premium children accessing extra-curricular activities 3. Subject led monitoring – Chair will coordinate across the Governing Body (HT suggested groups to focus on subject areas rather than individuals looking at individual subjects, lots changing in school) 4. HT gave a demo of SONAR tracker. Questions from governors about KS1 data – will it be shared with MAC (yes), will comparisons be made with National data – no because KS1 data isn't always returned to DfE, Governors can have access to anonymised data. HT will add behaviour tracking to Headteacher Report. 5. Youth group at Church – HT to speak with CJ. 6. Terms of Reference – names to change and adopting OCC. 7. Wellbeing policy to be updated – member of staff in school researching and updating.	
5.	Headteacher's Report Pupil numbers are up to 241 and 21 expected in EYFS for September. Governors questioned lower attendance in EYFS and Yr 1 – younger children pick up illnesses more easily.	

Signed.....

Date.....

	<p>Persistently absent – mostly in those two cohorts Catholic Life – prayer bags now going home weekly. Behaviour Logs – Question is that from TrackIt. Answer – yes. HT will create a data pack for Governors when KS2 data has been received.</p>	
6.	<p>Reports from Committees</p> <ul style="list-style-type: none"> a. Buildings, Health & Safety and Finance No questions. b. Admissions Chair of Governors has said no to the additional children and increase in Class 4. A plan is needed to increase the number of children in EYFS. There will be 8 classes next year. Chair praised the work of admissions committee for their work this year. c. Curriculum Staff in school to look at how homework can be updated. 	
7.	<p>Policies</p> <ul style="list-style-type: none"> a. Low Level Concerns Policy Governors questioned if low level concerns have been reported will this be in the Headteacher’s report? DOC has said this is possible. Also to add in eSafety concerns. Approved by FGB. b. Breakfast Club Food Safety Policy Approved by FGB. c. Attendance Policy Approved by FGB. 	
8.	<p>Monitoring reports</p> <ul style="list-style-type: none"> a. EYFS Governors asked a question about Tapestry – answer it’s not new but now parents have access. In the future reintroduce TA’s to using it and making assessments. b. Attendance and Behaviour Governors challenged if the decline in negative behaviours real or just a decline in logging incidents? This needs to be monitored and consistent. c. Personal Development and Wellbeing A governor shared an experience of observing a celebration assembly. Discussed the positivity’s of the imminent school radio. Discussed in the future parents having access to Ten Ten (RSE ‘scheme’ used in school). 	
9.	<p>RE (SEF Update)</p> <p>HT has devised a plan for the SEF for RE Inspection. Head of Our Lady’s Cowley (also an Inspector) has been to visit and advised HT. More work to get RE to Outstanding whereas Catholic Life has around 50% Outstanding features. Collective Worship has elements of Outstanding. Work is being done.</p>	
10.	<p>Link Governor Roles</p> <p>GR – now picking up Behaviour for Learning Lead Governor Role Safeguarding Governor Role is now Safeguarding and E-Safety New Governor role – Training and Mentoring New Governors (SH)</p>	

Signed.....

Date.....

	<p>Question – CJ is leaving the Parish, will the new Priest come on to the Governing Body? Response – Yes and hopefully the RE link Governor role.</p> <p>Question – will other Governor roles remain the same or be reviewed? Response – preferences will be asked and review this.</p>	
11.	<p>Skills Audit and Governance Dashboard</p> <p>Governors were thanked for returning skill self-assessment forms. Results reviewed to see where development is needed (lowest scores). Chair has suggested next steps on the spreadsheet. Governors invited to share feedback and next steps to be set up from September onwards. Please share feedback by 24th July.</p> <p>Governance dashboard – PFMAC use something similar. A way of understanding our performance what action is needed to ensure we are effective in our purpose. Feedback to be shared with Chair, particularly around measures of effectiveness. Ensuring this is not confused with how effective the school is.</p>	
12.	<p>Safeguarding</p> <p>Chair has met with HT and SENCo. Report written.</p> <p>All classes now have walkie talkies for emergency communication.</p> <p>Online monitoring software shared with Chair – eSafety. HT gets emails about concerns. Not rolled out to staff yet.</p>	
13.	<p>Academy Status</p> <p>1st October is not feasible with the amount of work needed for the transition. Solicitors advised to move it to 1st January 2025. This is more realistic.</p>	
	<p>Any Other Business</p> <p>Question – any volunteers to add anything in for newsletter? GR and EM volunteered. EM to send info to DOC.</p>	
	<p>Date of Next Meeting</p> <p>TBC</p> <p>Meeting finished at 20:25pm</p>	

Signed.....

Date.....