

St Joseph's Catholic Primary
Wednesday 2nd October 2019
Minutes of Full Governors Meeting

PRESENT: Julian Rakowski (JR), Eileen Mullin (EM), Anita Marshall (AM), Danita Rowlands (DR), Philip Stark (PS), Una Whybrew (UW), Priya Sakorkar (PriyaS), Maggie Jones (MJ),

OBSERVER: Kate Kenny

CLERK: Catherine McNee

Item	Discussion	Action
1a	The Chair started the meeting with a prayer.	
1b	Apologies Gerard McMahon, Louise Brooks, Fr Cristiano Braz, Patricia Salume-Roche, Hilary Turner	
1c	Chair's Action and report The Chair reminded Governors to activate their new LGFL email accounts. The Chair informed Governors Hilary Turner has been appointed as a Foundation Governor by the Diocese. The Chair informed Governors Christmas cards for staff are in progress. The Headteacher requested a leaving card signed by Governors for the Sports Apprentice who is leaving on 18 October 2019. A replacement Sports Apprentice is being interviewed.	All EM
1d	Elections	
1e	Election of Chair of Governors The clerk informed the meeting that 1 nomination had been received for Eileen Mullin, for Chair of Governors. Eileen Mullin was elected Chair of Governors for the academic year 2019/20 by a unanimous vote.	
1f	Election of Vice Chair of Governors The clerk informed the meeting that 1 nomination had been received for Philip Stark, for Vice Chair of Governors. Philip Stark was elected Vice Chair of Governors for the academic year 2019/20 by a unanimous vote.	

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1g	Accuracy and matters arising from the minutes – 9th July 2019 None. Minutes of meeting were signed by the Chair of Governors.	
1h	Matters arising from the minutes not on the Agenda The Chair said staff who attended the Mental Health First Aid training had praised the course. The Chair enquired if other staff were able to attend the training course, given that the 2 places were free. The Headteacher said it would be good if staff from the Lower Phase could attend the training and he would enquire when the next round of training is.	JR
1i	TLR update Governors referred to the TLR document circulated before the meeting. The Headteacher asked Governors to contact him in order to set-up meetings with Subject Leaders for the Autumn term.	All
1j	Governor Action Plan 2019/20 To be discussed at the next Governors meeting.	JR/EM
1k	Any other urgent business pre-notified to the Chair None	
1l	Declaration of interests None.	
2	Governors' purpose: vision, ethos and direction, educational performance, financial performance. Part one.	
2a	To note and enquire further into the headteachers Report on the Spring Term Headteachers Report on the Spring Term was circulated with the 9 th July 2019 GB meeting essential reading. The Headteacher summarised the Spring Term report for Governors, as follows: Religious Education and Catholic Life The Headteacher said: <ul style="list-style-type: none"> - Book trawls took place and were very positive, there is clear progress in religious literacy. - More feedback is being given to children in books, children are very proud of their RE books. - Currently working on a new assessment framework – confident we are still outstanding in Catholic Life 	

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A Governor enquired about parental behaviour at the 'Way of the Cross' service. The Headteacher said this was the first year 90 children re-enacted 'Way of the Cross' and in previous years parents have left quietly and reverently but unfortunately this year parents clapped at the end.

Teaching and Learning

The Headteacher said:

- Lower Phase lesson observations took place – 5 outstanding and 3 good.
- Book trawls took place – very positive.
- Continue to use Otrack and Classroom Monitor, currently have 6 data drops and this will reduce to 3 data drops in the future.
- Wonderful sculpture exhibition was held. Organising staff were commended.
- Successful music evening was held, very well attended with 200 parents.
- Dance festival was held – children performed for parents.

A Governor commented that it was lovely for the school to have these events for children.

Outcomes

The Headteacher said:

- Reception results were externally moderated this year – 90% of children receiving GLD (Good Level of Development). Congratulations given to staff.
- Year 2 has a weak tail – worked hard to bring them up.
- Year 5 ensure interventions are in place

Personal Development, Behaviour and Welfare

The Headteacher said:

- Police gave a talk to Year 6 children to prepare them for high school.
- Fire brigade visited
- Year 4 visited Father Cristiano at Church
- Year 3 took part in the Tate project and their work will be displayed on a billboard in central London.
- Rep training took place.
- Safer internet day took place
- Lesson observations took place
- Very few incidents of poor behaviour from children
- 4 racist incidents, children spoken to and parents informed.

Leadership and Management

The Headteacher said

- Last term was a challenge without a Deputy Head.

2b	<p>To note and enquire further into the Headteachers Report on the Summer Term</p> <p>The Headteacher said he would prefer to produce the Headteachers Report at the end of the term, for that term. Governors were in agreement.</p> <p>The Headteacher said the next Ofsted inspection is due in Spring 2021. Ofsted representative will meet with SLT in February 2020 for a pre-Ofsted visit.</p> <p>The Headteacher reviewed the Headteachers Report Summer Term with Governors.</p> <p>Religious Education The Headteacher said:</p> <ul style="list-style-type: none"> - New assessment framework is ongoing. - The last inspection asked for better 'scaffolding' to help children achieve, the new assessment frameworks allows this to be done more easily. - Use of resources to extend learning and provide real life examples is happening regularly now. <p>Catholic Life The Headteacher said:</p> <ul style="list-style-type: none"> - Easter Story – the Resurrection liturgy by the final Year 4 class was fantastic - A new round of Chaplaincy training is taking place for Year 5/6 children. - £1,500 has been raised in Lenten fund raising. <p>Outcomes The Headteacher said:</p> <ul style="list-style-type: none"> - 88.9% of children in Reception reached GLD (Good Level of Development), highest in the Borough. - Year 1 Phonics – drop in results to 84%. <p>A governor asked if children should sound out the words rather than read the words fluently – this would give better results.</p> <ul style="list-style-type: none"> - KS1 results were down in reading for 'Expected plus' but up in 'Greater Depth'. Still not where we want to be. <p>A governor asked why 'Expected plus' results were lower in Reading and Maths – these need to improve.</p> <p>A Governor said the children in Reception who got 90% GLD will be hitting KS1 next year. Are children given enough time in Year 2 to get going?</p> <p>The Headteacher said in Year 1 children transition between learning through play to a more formal learning style, this happens by half term.</p>	
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	<p>A Governor said the move by half term to whole class teaching can be difficult for some children and it can take to the end of the Spring term for most of the children to access independent learning.</p> <p>The Deputy Head said the Reception test and KS1 test are not comparable.</p> <p>The Headteacher said children reaching GLD in Reception and then not following through in KS1 and KS2 results needs to be managed.</p> <p>A Governor said a lot of children have EAL (English as an Additional Language) and by Year 3 language has improved and children are more inclined to write.</p> <p>KS2 results</p> <p>The Headteacher talked through the results in KS2.</p> <ul style="list-style-type: none"> - SPAG – 48.9% of children achieved 'Greater Depth'. - New reading scheme called 'Power of Reading' has been brought and staff have been trained on how to deliver the new scheme. - Still some weak tails – we will identify children that need extra help. <p>Quality of teaching, learning, assessment</p> <p>The Headteacher said:</p> <ul style="list-style-type: none"> - New laptop's in Year 6 are being configured. - We need to be careful while looking at teaching observations as good or above lesson observations does not fit in with the poorer end of year results for 'below target' children. <p>A Governor asked how does this get ironed out? The Headteacher said we have to look at how we assess, look at books and carry out moderation. There is no clarity of assessment in the system.</p> <p>Early years</p> <p>The Headteacher said:</p> <ul style="list-style-type: none"> - Congratulations to Nursery and the Early Years team. - The outdoor play area is producing lots of splinters. Eden Play are due to carry out repairs. <p>Personal Development</p> <p>The Headteacher said</p> <ul style="list-style-type: none"> - 13 members of staff completed First Aid training <p>Leadership and Management</p> <p>The Headteacher informed Governors:</p> <ul style="list-style-type: none"> - Two new TA's have joined the staff and are working in Reception and Year 1 - Supply teacher is covering maternity leave in Year 3 - SLT have identified areas for improvement in English and Maths and believe the benefits will be seen quickly. 	
	<p>The Headteacher asked Governors to think about how to promote the school.</p>	All

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	<p>Pupil numbers: Reception – 1 place Year 1 – full Year 2 – full Year 3 – 7 places Year 4 – 2 places Year 5 – 3 places Year 6 – 4 places</p> <p>Congratulations to staff in the School Office, they have done a fantastic job recruiting new pupils</p>	
2c	<p>Safeguarding</p> <p>The Headteacher said staff have signed a document to state they have read 'Keeping Children Safe in Education'.</p>	
3	<p>Governors' Purpose: vision, ethos and direction, educational performance, financial performance. Part two.</p>	
3a	<p>Approval of school journey 2020</p> <p>Governors approved the school journey for 2020.</p> <p>The Headteacher informed Governors that 9 staff accompanied children to Boreatton Park. The staff to pupil ratio is normally 1:10 but if a child has a particular need then a 1:1 is provided.</p>	
3b	<p>Re-adoption of CES policies for employment: capability, sickness, disciplinary</p> <p>The policies were re-adopted by Governors.</p>	
3c	<p>School badge</p> <p>The Headteacher presented the new logo to Governors and explained the design. The Headteacher said:</p> <ul style="list-style-type: none"> - New logo will be on uniform from September 2020 - New logo will be on printed stationery as soon as its ready. - Existing parents will not have buy new uniform or replace existing uniform until children have grown out of it. <p>A governor asked if siblings can wear handed down uniform. The head teacher said yes.</p> <p>A Governor asked about radiance and halo being placed on the logo. The Headteacher said it wasn't possible to have the radiance and halo on the logo due to their not being enough space.</p>	
3d	<p>Strategic dates for Governors 2019/20</p> <p>The Headteacher asked the Clerk for a list of Governor emails in order to set up Governor training.</p> <p>The meeting finished at 9pm</p>	