

St. Joseph's Catholic Primary School

7.40pm Tuesday 14th July 2020

Minutes of Full Governors Meeting

Remote meeting via Zoom

PRESENT: Julian Rakowski (JR), Eileen Mullin (EM), Anita Marshall (AM), Maggie Jones (MJ), Gerard McMahon (GM), Philip Stark (PStark), Hilary Turner (HT), Priya Sakorkar (PSakorkar), Patricia Roche-Salume (PR-S), Louise Brooks (LB), Una Whybrew (UW), Danita Rowlands (DR)

OBSERVER: Kate Kenny

CLERK: Cath McNee

| Item | Discussion | Action |
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| 1a | The Chair of Governors started the meeting with a prayer. | |
| 1b | Apologies None received. | |
| 1c | Accuracy and matters arising from last minutes – 6th May 2020 (Full GB) and 16th June 2020 (Budget meeting) Minutes of meeting were agreed and signed by the Clerk. | |
| 1d | Matters arising from the minutes not on the agenda None. | |
| 1e | Chair's Action and report Governor meeting dates for 2020-2021 – new dates circulated before the meeting. The Chair asked Governors to make a note of the new meeting dates. | |
| 1f | Any other urgent business pre-notified to Chair None. | |
| 1g | Declaration of Interests Louise Brooks declared she is married to staff member Ed Brooks. | |
| 1h | TLR update Safeguarding TLR report is in progress. | |

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| 1i | <p>Training</p> <p>The Chair of Governors attended 'Chairing Effectively' training course on 22nd April 2020.</p> | |
| 2. 2a | <p>Governors' Purpose: vision, ethos and direction, educational performance, financial performance. Part One.</p> <p>SEND Report</p> <p>The Chair of Governors referred to the SEND Report that was circulated to Governors before the meeting.</p> <p>The Chair said SEN pupils have achieved good results in KS1 and KS2.</p> <p>The Chair referred to details on the SEN budget and said these items are essential and asked if they are covered in the budget. The Headteacher said yes.</p> <p>The Chair referred to the training that was cancelled due to Covid-19 and said it is important that staff catch up on the training as soon as possible in the next school year. The Headteacher agreed.</p> <p>A Governor asked if there are plans for virtual training. The headteacher said more people can be trained virtually than before and for some training it works better. During virtual training staff need to socially distance.</p> <p>The Chair asked if outside visitors will be allowed into school? The Headteacher said he did not foresee any problems with outside visitors once social distancing is observed, masks can be provided if necessary.</p> <p>A Governor referred to the number of pupils on the SEND register - 11% and asked how that compared with national figures. The Headteacher said nationally the figure is 10%, roughly 3 children in a class.</p> <p>The Headteacher said 'expected progress' is the progress the Government expects a child to make. Children with Speech and Language issues or global delay can be identified quickly, information is received from their nurseries. Children with autism or dyscalculia - tend to find out about these later.</p> <p>The Chair asked why some needy children did not come into school. The Headteacher said this was because of parental choice or family members shielding.</p> <p>The Chair thanked the Inclusion Manager and team for the detailed report.</p> | |
| 2b | <p>To approve draft Education in Relationships policy and draft Security policy</p> | |

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| | <p>Education in Relationships Policy</p> <p>The Headteacher referred to the Education in Relationships Policy and gave a brief overview.</p> <p>The Headteacher said a query from a Governor had been raised via email before the meeting. The query referred to the paragraph titled Equality on page 5, Governor requested 'sexuality' should be added to the paragraph. The Headteacher and Governors had a brief discussion and agreed that 'sexuality' be added to the list of characteristics under the heading Equality.</p> <p>Further amendments were suggested as follows:</p> <ul style="list-style-type: none"> - Page 6, Provision of Programme. Delete 'who in turn delegates' - Page 8, first paragraph, delete comma after the word parent - Page 10, paragraph 7, change sentence to read 'but it is the role of boys to be supportive of girls' - Page 11, paragraph 10, change sentence to read 'Watching porn promotes that abuse. Exposure leads (mostly) boys to believe... - Page 23, paragraph 7, All you need is love – needs its own heading, not clear it is a quote from St. Paul. <p>A Governor asked if Ten Ten come into school and perform productions to children. The Headteacher said no. The Headteacher said he would investigate Ten Ten.</p> <p>Education in Relationships Policy was approved with amendments.</p> <p>UW Proposed HT Seconded</p> <p>Security Policy</p> <p>Governors reviewed the Security Policy that was circulated before the meeting.</p> <p>A Governor said amendments to be added:</p> <ul style="list-style-type: none"> - Staff must not sign-in/out another member of staff - Guidelines for Governors to be added <p>Resources and Compliance terms of reference also need to be updated.</p> <p>A Governor said it needs to be clear that staff should close windows – to be added to the staff handbook.</p> <p>Governors agreed to approve the policy via email once amendments have been made.</p> | |
| 2c | <p>GovernorHub</p> <p>The Chair informed Governors the free trial of GovernorHub expires at the of August.</p> | |

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| | <p>Governors had a brief discussion regarding GovernorHub and agreed to buy-in to GovernorHub for one year and review GovernorHub this time next year.</p> <p>HT proposed PSalume seconded</p> | |
| 2d | <p>Transgender</p> <p>The Headteacher said the Transgender training for Governors was cancelled due to Covid-19. The training will be re-arranged at a later date.</p> | |
| 2e | <p>Academies update</p> <p>The Headteacher informed Governors academies are on hold for the moment. A new Bishop has been appointed for Education and it is expected no action will be taken for another year.</p> | |
| 3 3a | <p>Governors' Purpose: vision, ethos and direction, educational performance, financial performance. Part Two.</p> <p>Standards and Outcomes Report 2020</p> <p>The Headteacher referred to the Standards and Outcomes Report 2020 circulated to Governors before the meeting.</p> <p>The Headteacher said all results in the report are teacher assessments and where the children are now.</p> <p>The Headteacher briefly read through the report with Governors.</p> <p>A Governor asked how children will be brought back up after missing school. The Headteacher said:</p> <ul style="list-style-type: none"> - The curriculum will not be changed - Children will be identified - Time will be made for children to have high quality interventions given by the teacher - A more formal parents evening will be held in order to get parents on board <p>A Governor asked if the SENCO has time in her timetable. The Headteacher said the SENCO has first pick of TAs for SEN children.</p> <p>The Headteacher said school will be creative with the curriculum, for example, if 15 children are having music, the other 15 from that class could be doing an intervention.</p> <p>A Governor thanked staff for the home learning provision and said it was very manageable for parents and progression could be seen.</p> | |

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| 3b | <p>Headteachers Summer Report</p> <p>The Headteacher referred to the Headteachers Summer Report circulated to Governors before the meeting.</p> <p>The Headteacher said the term has been extraordinary and children will have been affected.</p> <p>The Headteachers said teachers have put excellent home learning onto the school website.</p> <p>The Headteacher briefly read through the Headteachers Summer Report with Governors.</p> <p>A Governor asked if a second lockdown happens, will the home learning provision be similar? The Headteacher said:</p> <ul style="list-style-type: none"> - There is a big emphasis on being ready for a second lockdown - Teachers are equipped to provide 3 or 4 weeks of teaching - School has registered for Microsoft Teams - Home learning relies on children having access to equipment - 6 laptops were allocated to children with an Ealing Social Worker (applied for 13). <p>The Chair of Governors thanked the Headteacher for the report.</p> <p>The Chair of Governors thanked the Headteacher, Deputy Headteacher and the Senior Leadership team and said all staff can be proud of St. Joseph's.</p> <p>The Headteacher thanked the Deputy Headteacher.</p> | |
| 4. | <p>AOB</p> <p>Governors reviewed the PGL School Journey account and the Private Fund account.</p> | |
| | <p>The meeting finished at 9.30pm with a prayer.</p> | |