

08/07/2021

## Minutes

### Local Governing Board; St Catherine's Church of England School

Thursday 8<sup>th</sup> July 2021 at 1.30pm remotely via zoom

#### 1. Welcome and Apologies

**Present:** James Wonnacott (Chair), Brendan Maguire (Vice), Margaret Young, Cally Ellacott, Ghislaine Wilkinson, Pippa Warner (HoS), Louise Hussey (EHT)

**Apologies:** Libby Phillpotts

**In Attendance:** Toni Martin (Governance Officer)

The Chair began with a prayer and then welcomed everyone to the meeting.

#### 2. Governor Appointments/Terms & Chair/Vice Chair

Brendan Maguire has agreed to be Chair. The governors voted in BM as Chair. He will take over at the end of this meeting.

James Wonnacott is stepping down as Chair, but will continue as a governor and has offered to be Vice Chair to support BM. The governors voted JW as Vice Chair.

Ghislaine Wilkinson, who has experience in education and SEN, has volunteered from the community to be a governor. The governors welcomed her and voted to co-opt her on to the Board. GW has already completed Safeguarding for Governors and Prevent Training online with SSS. She will complete a governor training course soon.

**Arrange DBS, a tour of the school and an initial briefing for GW (LH/PW)**

Margaret Young's term is due to end on 3 Sep 2021. She agreed to remain on as a governor and the board supported this. MY term will be extended to 3 Sep 2025.

#### 3. Declarations of Interest Relevant to this Agenda

None declared.

#### 4. Confirm Minutes of LGB Summer 1 Meeting (20<sup>th</sup> May 2021) and Matters Arising

Below are actions required to be complete by 8<sup>th</sup> July:

- **Chair's meeting with CEO pushed back to week starting 22<sup>nd</sup> March.** *Completed, Chair will update governors under item 10.*
- **Chair meeting with LH.** *Completed, the Chair is very pleased with how the recovery is being tackled and good progress has been made.*
- **Pupil conferencing week starting 15<sup>th</sup> March (MY)** *Complete, recorded in minutes of 20 May 2021.*
- **Consult on S157 safeguarding return (MY)** *Complete, recorded in minutes of 20 May 2021. MY to check SCR before end of term. See item 8, complete.*

- **Data protection & recovery plan (BM)** – note the Academy Improvement Officer report at end of term BM will meet with LH in early June after the GDPR audit. See item 10, 25<sup>th</sup> June.

Decision made to accept the minutes as a true and accurate record of the meeting.

#### 5. **Head Teacher's Report / Current Situation Update**

LH noted that it has been a very busy year with many priorities to juggle, she noted the national picture and the progress that has been made in school. The lockdowns have affected children's mental health and well-being but the recovery schedule that was put in place has yielded successful catch up in most areas. LH noted that the SLT have met to discuss the SEF and improvement priorities going forward. The way the government has calculated PPG funding was noted, leading to less income this time around (@£13K) despite a rise in numbers of pupil premium children; effectively the financial support only covers about ¾ of the number of pupils. The staff have been amazing and worked incredibly hard, making the most of every opportunity to help the children thrive.

It was noted that the urinals in one of the toilets over flowed and flooded 3 classrooms, leading to wet flooring and furniture, and an awful smell. So the 3 classrooms cannot be used and the staff are having to manage classes using communal school space and outside space. Unfortunately in a year when the staff could have done with a good summer break, some staff will not have to prepare these classrooms ready for the start of term. **Can you not delay the start of school by a few days in order to prepare the classrooms, as it is important to ensure the staff have a good rest?** There will be possible legal ramifications to that option and so it will need to be done in school.

#### 6. **Recovery & Data**

LH briefly outlined the data and it was agreed that the recovery schedule has definitely had an impact. The predictions at the start of term were very cautious but the end results are much better. Year 2 is lower than hoped for but this is a trust and national picture, and because of the learning missed in lockdowns. LH noted that mobility and EAL have impacted on their progress. Nothing further to discuss at this stage as questions have been asked during monitoring visits. The Chair and governors thanked LH, PW and all the staff for their incredible hard work during this time.

#### 7. **Improvement Plan**

Likely improvement priorities for next academic year were noted as:

- (1) Improving attainment and progress – related to core subjects but especially with regard to closing the gap of disadvantaged children.
- (2) Embedding of EYFS framework, and also ensuring those in year 1 and 2 have caught up from where they may be behind due to lockdowns. The continuous provision to year 1 and 2 will also be implemented.
- (3) Implementing the capabilities curriculum. Not expected to be back to a full curriculum by September but Ofsted will expect to see justification as to why some things have not happened.
- (4) SIAMS – working on the school vision and ensuring the children really understand the vision. Strengthen local community and global citizenship, and support the children's courageous advocacy. Ensure that, in line with church ethos, support for the mental health and well-being of staff, children and parents.

**8. Safeguarding**

S157 feedback received, nothing significant to report. MY has completed a safeguarding visit and checked SCR; MY noted that this was very clear and up to date. Staff have completed safeguarding training – domestic abuse module and where necessary, level 3 training.

**9. Staff and Pupil Welfare**

MY noted that the staff have been handling difficult situations with children. **How do you manage this long term?** LH explained the provision available is limited and as this is growing into a national problem, it is hoped that there will be some government funding to help in future. **Are other schools in the MAT doing something similar and is there scope to pool resources?** The governors discussed the provision and that each school is different, and what is needed is time with the children which has a time/cost implication and pooling resources will not necessarily help. The school been paying for 2 days of therapist support but this may need to drop to one day next term because of funding.

LH noted that the staff are very tired but still smiling, and looking forward to a summer break.

**10. Governor Monitoring**

Governor monitoring for this term has been recorded on previous minutes or visit notes. Data protection & recovery plan (BM) – note the Academy Improvement Officer report at end of term. *BM met with LH in early June after the GDPR audit and will provide a visit note.*

The Chair met with the CEO and provided feedback to the governors. There are no major concerns; keep an eye on outcomes, it is assessed that the outcomes this year will be better than the initial predictions. Overall a positive meeting.

**Agree monitoring and working group for next term:**

**Working group - improvement, SEF, top 3 risks and PPG (BM, CE, GW)**

**Safeguarding audit in November and check SCR (MY)**

**Initial visit, DBS, SEN brief (GW)**

**Discuss school vision and Christian distinctiveness (BM, JW & PW)**

**11. SEND**

SEND policy and local offer will be updated. SEND report made available to governors. Nothing further to report at this time.

**12. SIAMS**

Already covered in previous discussion, and will be discussed further at the monitoring visit next term – see item 10.

**13. Governor Recruitment, Mentoring, Training & Roles**

TM noted the new Chair & Vice-Chair role descriptions and they are slightly different roles with the Vice focussing on other aspects such as governor mentoring, assisting with recruiting and the like. TM also noted the forthcoming role specifications for lead governors within the trust context.

Parent Governor and Co-opted Governor vacancy. A new parent has been highlighted as a parent governor.

**Governor leads:**

GW to do SEN, Curriculum (English)  
CE to do PPG and improvement  
New governor to do PE and improvement

**14. Any Other Business**

None.

**15. DONM**

Date of next meeting Thursday 25<sup>th</sup> November at 5pm at SC.

The Chair reiterated BM will now be Chair of SC LGB.

Meeting closed at 2.50pm

TJH Martin

ADMAT Governance Officer

**Distribution List:**

B. Maguire – Chair/Foundation governor  
J. Wonnacott – Vice-Chair/Foundation Governor  
M. Young – Foundation Governor  
E. Ellacott – Parent Governor  
G. Wilkinson – Co-opted Governor  
L. Phillpotts – Staff Governor  
L. Hussey – St Catherine’s Head Teacher  
P. Warner – Head of School  
W. Hermon – CEO  
Trust Board