

Local Governing Board Meeting – 05-10-2022

held at St Catherine’s RC Primary School 15:30

Attendance	Georgina Coombs	Chair/ Foundation Governor	GC
	Teresa Sturtivant	Associate Governor via Zoom	TS
	Sarah Terrey	Head Teacher	ST
	Emily Fearn	Clerk to Governors	EF
	Claire Hewitt	Parent Governor	CH
	Becky Pattinson-Smith	Staff Governor	BPS
	Helen Brown	Potential Foundation Governor	HB
	Nick Tindal	Foundation Governor	NT
	Paula Fearn	Foundation Governor	PF

No	Description	Decisions/Actions
1.	Opening Prayer	LCB welcomed HB as a potential Foundation Governor. HB Led the prayer
2.	Apologies and Confirmation of Quorum	Apologies from MsgrK. BPS would join meeting later.
	Meeting closed at: 17:30	

Action Summary

Action	Who
<p>3.1 Election of Chair</p> <p>3.1 EF asked for nominations for Chair. TS proposed GC. Seconded by NT. GC agreed as Chair.</p> <p>3.2 Election of Vice Chair</p> <p>3.2 TS proposed NT. Seconded by PF. NT agreed as Vice Chair.</p> <p>The Lead Governors were agreed. HB was suggested as Humanities Governor. Listed on Governor Meetings and Visits 22-23 document.</p> <p>4. Annual Return</p> <p>Governors were asked to complete and return the Annual Return.</p>	

5 Confidentiality Reminder

5.1 EF reminded the LCB of the confidentiality of some matters discussed at Board. The LCB agreed to go to *Part Two Minutes* when a confidential matter was discussed.

6 Declarations of Interest

PF recommended PF & EF fill in a CAST 50 Declaration of Interest form for their relationship as sisters-in-law.

There were no other declarations of interest.

7 Minutes of Previous Meeting: 13/07/22

The minutes were agreed.

8 Actions from previous meetings inc proposed LCB Meetings 2022-23

The LCB meetings were agreed in principle. The July meeting may be subject to change. Action Points were all completed. It was agreed to keep point 3 as a standing Action Point. *Governors to check GovernorHub for new training opportunities.*

9 Headteacher Update

ST went through the SEF/SIP. There are currently 117 pupils on roll. Reception children are all in full time. The focus is now on teaching and learning. Liz Harris (LH) and ST are leading an Oracy Project throughout the school. Oracy will become a golden thread running through all areas of the curriculum. This is linked to Rosenshine's Principles which is currently used in all areas of learning. The Oracy Project uses sentence stems as starter activities, the children discuss in pairs, then in groups of four. *PF said it was a very practical system. HB asked if ST had chosen the system?* ST said she had been directed to use it however, it was really useful and there was a large bank of resources to support the teaching. Speech & Language communication has been identified as the biggest area of need.

ST is taking a SENCo award course through CAST and will use oracy to embed SEN systems. *HB asked if this was literacy or curriculum based?* ST said it is curriculum and is already used in Maths. A concept cartoon was used in a Science lesson as a starter activity. PF said it was very practical and very worthwhile.

ST said LH will use the October inset day to train the other teachers on Oracy. LH has already done some Oracy work with her class. PF said LH was a good choice to lead as she already has a good record for implementing and embedding new systems and parts of the curriculum. GC said it sounded as though this system would help encourage pupils who are not easily engaged. ST explained the 'hand on shoulder' system. When a child wishes to speak they place their hand on their shoulder, the teacher choose who to speak the first time and then the class chooses the next person to speak. NT said it was great when you are directed to do something that is helpful to the running of the school and that you like. TS said

PF & EF

ALL

the gist of the new format is interesting and the LCB should add this to their Governor Visits. PF said subject leader action plans back up Teaching and Learning. ST went through the data in SEF/SIP explaining the impact of challenging children on the classes. One child has now come off roll and is at Coombe House special school. There are 20 pupils in Year 6 (Maple Class). Maple Class has a full time TA who performs Phonics interventions with other classes. HB asked when the six pupils who have not passed Phonics are expected to do so? ST said one already has. The others are expected to be on target by Christmas. TS asked if ST was surprised by the Phonics results? ST said that there were indicators previously and strategies had been put into place to monitor progress. TS asked if the assessment was accurate? ST said yes, it is. GC asked if the teacher prediction was wrong? ST said yes but the improvement was demonstrable. PF asked how many marks they missed the pass by? ST said one child had missed by two marks. ST added the target this year was more realistic, 77% . Charlotte Targett School Improvement Officer (SIO) had no concerns and was pleased with the progress. ST has booked more training and development from Read, Write Inc as well as buying into their Phonics scheme and Reader Leader Training.

ST said one area that had been identified as needing improvement was British Values. This was the last thing on an Ofsted Inspection Report that needed work on. GC said she had noticed on her Governor Walk that British Values were embedded throughout the curriculum and all pupils could talk about them with confidence.

ST said there had been no suspensions so far this term. One of the challenging children had been at risk of suspension for repeatedly exiting the classroom without permission. ST had been advised (by Brendan Stone a H&S Specialist) to put locks on the fire door in the classroom. After a discussion the LCB categorically agreed this was against H&S and would be far too dangerous. ST will go back to Paul Stewart (Estates & Facilities Manager) and explain the LCB's decision.

GC will write a letter to Kevin Butlin explaining the LCB's concerns.

ST
GC

Governance and responsibilities:

10 Lead Governor Update

10.1 RE and Catholic Life

10.1 GC spent the day with Liz Harris (LH) and visited three classes. GC spoke to eight children. GC's report is on GovernorHub. GC went on a RE Leads Zoom meeting to learn about the upcoming CSI which will be at Easter. PF suggested adding Catholic Life as an Agenda Point at all meetings. The LCB agreed. EF will add Catholic Life to all Agendas. GC asked if teachers spoke about RE Targets? ST said yes but not as in depth. They are on Insight.

10.2 Special Educational Needs

10.2 TS met with ST to discuss SEND throughout the school. The percentage of children with SEN and Educational Health Care Plans (EHCPs) is higher than the

EF

<p>National Average. St Catherine's has six children on EHCPs which is 5%. The National Average is 3%. There is an impact on KS1 pupils. TAs who support SEN are not able to deliver interventions to other children. TS said schools were under resourced for adults to support the children. ST said she had not received promised funding from the Local Authority to pay for a support package for a former pupil. ST has bought HAST (The Helen Arkell Spelling Test (HAST-2) is a single-word spelling test developed for teachers, specialist teachers, and educational psychologists to use with individuals from five years to adult.) Dyslexia Test and York Reading Test (The York Assessment of Reading for Comprehension (YARC) is an individually administered reading assessment that allows you to closely observe a pupil's reading behaviours, strengths and areas for development). The idea is to train a teacher and TA how to deliver the tests. ST is taking the SENCo Award at Exeter University.</p> <p>10.3 OFSTED Governor Interviews</p> <p>10.3 GC asked who from the LCB would be happy to be interviewed by Ofsted? TS, PF, HB and GC agreed.</p> <p>The meeting moved to Part Two Minutes</p> <p>11 Governance Updates</p> <p>11.1 Chair's Update - Governor's Self Assessment – GC will read and see what actions are needed from the LCB. It may be possible to combine with the SWOT Analysis meeting TS is organising 9/11/22 at 6pm. EF to organise a Zoom Meeting</p> <p>11.2 Clerk's Update – The redundancy talks are currently on hold.</p> <p>There is a new link Director Deacon Nick Johnson. EF is liaising to arrange a visit.</p>	<p>TS, PF, HB & GC</p> <p>GC</p> <p>EF</p> <p>EF</p>
<p>17:30 Meeting ended</p>	