

**Local Governing Board Meeting – 23-03-22**  
**held at St Catherine’s RC Primary School 15:30**

Attendance	Georgina Coombs	Chair/ Foundation Governor	GC
	Father Keith (from 15:45)	Foundation Governor	MsgrK
	Teresa Sturtivant	Associate Governor	TS
	Sarah Terrey	Head Teacher	ST
	Emily Fearn	Clerk to Governors	EF
	Claire Hewitt	Parent Governor	CH
	Becky Pattinson-Smith	Staff Governor	BPS
	Nick Tindal (via Zoom)	Foundation Governor	NT

No	Description	Decisions/Actions
1.	<b>Apologies and Declarations of Interest:</b>	PF offered her apologies. MsgrK will join later. NT joined via Zoom until 17:00
2.	<b>Opening Prayer</b>	Led by GC
3.	<b>3.1 Agree minutes 02-02-22 including action points</b>	The minutes were agreed.
	Meeting closed at: 18:05	

**Future Meeting Dates -All Held at St Catherine’s RC Primary School 15:30**

Weds 18/05/22      Weds 06/07/22

**Action Summary**

Action	Who
<b>Quality of Education, Behaviour &amp; Attitudes, Personal Development</b> <b>4.1 Governor Visits</b> NT went through his visits. SCIENCE: Gen Dickson (GD) wasn’t in on the day NT visited. NT said the children were enthusiastic, the books were impressive. NT noted there was no ‘specialist’ per se in school so there was reliance on external schemes. COVID catch up required progress has been made. NT also noted the handwriting was very good.	

ICT: NT said he was impressed that the children were creating websites and learning about the back end of ICT. They had good answers to Safeguarding questions. ST said there was a big teacher deficit as ICT gets complicated very quickly. Year 4 have created a website and QR code. Lydia Blake (LB) has completed a skills audit for teachers. CH suggested contacting Mike Kite (an ex-Head and expert in ICT) to see if he would volunteer to help out? NT noted that there seemed to be an issue with the Wi-Fi. ST said up to 11 children could connect to the Wi-Fi at one time. Broadband is limited due to cabling issues connecting the school. School receives two hours of IT Support every two weeks. Liam Toohill (LT) has managed to get the phones in class to work.

PE: NT noted the sessions he had seen were well run and the children were enthusiastically joining in. LT is an asset and the PE budget is good. After School Clubs are well attended but the key issue is to catch children who aren't getting involved. GC asked if there was any difference between the boys and girls with regards PE? ST said there was a gender bias for boys with After School Clubs but there was work happening to balance this out. There have to be four girls on the Tag Rugby team, Running Club is very popular with both genders. Lydia Blake (LB) said that PE Club was an even split of boys and girls. LB added that there was a Sports Grant that meant more sporting activities could be booked.

NT asked if Health & Safety (H&S) for events was in hand? Risk Assessments etc? ST said LT and LB make sure all events have the correct documentation. LB said that the Real PE package still had five years of support/training.

CH asked if swimming sessions would be starting soon? ST said that in previous years all years went swimming but this year the focus would be on Year 6 to make sure they can all swim 25m by the time they go up to secondary school. TS suggested starting swimming earlier from next September so different year groups can be targeted. ST explained that it is not possible to choose the time or day that the swimming sessions are on and so it was difficult to work the curriculum around the sessions.

NT added that it was great to be in school and the atmosphere was very good.

**4.1.2 SEN Walk 09/03/22**

TS went through her visit. The Insight data was very useful and the case studies would be helpful going forwards. TS felt it was a positive visit and is confident in the SEN provision, the development of staff, training and CPD.

**4.1.3 Parent Views**

TS & GC went through the views they had gathered during the morning at school. Both felt it was a positive experience. Parents felt it was a vibrant, focussed school, the staff were working hard to overcome the impact of a diminishing budget. GC & TS gave thanks to ST for keeping it all going. GC said the work over the COVID lock downs was fabulous. CH said ST had never sent a year group home during the lock downs which was commendable and not usual for this area.

**4.2 Growth Mindset Update:**

LB

LB went through her Growth Mindset presentation. There needs to be a clear year of data to formerly measure the impact of Growth Mindset on the children. It is now embedded in the ethos of the school and is part of all lessons and curriculum. CH asked where the data currently used had been collected from? LB said there had been a questionnaire and assessment from teachers. LB said that Fixed Mindset (FMS) children were now being targeted. TS suggested they may lose confidence when they get things wrong. LB said they were encouraged to view errors as 'Marvellous Mistakes' that we learn from rather than feel bad about. Teachers are trying to work out what holds them back and find solutions to help them achieve Growth Mindsets. GC asked how Growth Mindset was measured? LB said it's based on how they approach a task, how they persevere and how they handle mistakes. GC said there were some parents who wouldn't allow their children to fail. LB said there is information for parents on the website which explains the importance of Growth Mindset.

#### 4.3 English Update:

ST explained that last year writing was identified as a concern through monitoring and data. Teachers had undergone five days of training on The Write Stuff. In September 2021 The Write Stuff was implemented throughout the school and the impact has been significant. The volume and quality of writing as well as the quality of vocabulary has improved throughout the year groups. 47% are ARE in Year 2 and Year 5. PF said that St Mary's has also adopted The Write Stuff and suggested a comparison between St Marys Dorchester and St Catherine's. Jo Bourne (English Lead and an experienced teacher at St Mary's) delivers The Write Stuff to Yr 4 and is willing to mentor teachers at St Catherine's to offer support.

ST said that spelling was also a concern but it was most effective to focus on one area at a time whilst using Phonics and Read Write Inc to bolster spelling/reading. Becky Treble (BT) is an experienced trainer and is giving TA training sessions every Monday afternoon to help increase their skills and confidence.

The TAs are giving Phonics and Read Write Inc sessions three times a week to small groups to improve reading and spelling. CH asked if some children do not respond to Phonics? ST said there were some children who didn't respond to Phonics and, in that case, a programme called Words First was used. This is where a picture is shown, then the picture and a word and finally just the word. CH said it was great the school was able to adapt to the individual child's needs.

TS asked if the different schemes worked well together? ST said yes. The programmes were scheduled into the timetables. BPS said it was complicated but definitely worthwhile to run the programmes alongside each other and there were noticeable improvements. GC said it was clear the systems worked when everybody was on board with them.

LIBRARY:

CH &  
ST

<p>GC said it now looks like a proper library. ST said the nice furniture, rugs and displays made it much more professional looking. The school has bought into the Pie Corbett Reading Spine which gives a list of suggested books, both classic and modern, for children to read. The children will get a Library Passport which will be stamped for each book they read. CH &amp; ST will organise an English Walk.</p> <p><b>4.4 Headteachers Report:</b></p> <p>GC said the Report gave a good sense of the teaching in school being monitored. TS said the information in the Report is excellent.</p> <p>TS said well done on the low staff absence. When staff are happy they are happy to come to work. GC said it was clear the staff didn't want to let their team mates down by not coming in.</p> <p>Governor's questions and answers are in the attached report.</p> <p><i>4.4.1 Governor questions for Head Teachers Report</i></p>	
<p><b>RE Curriculum and Catholic Life of the School:</b></p> <p><b>5.1 Helen Brown Visit 17/02/22</b></p> <p><b>5.1.1. RE Monitoring Visit</b></p> <p>Very positive report from Helen Brown. Liz Harris (LH) is devising an RE Questionnaire for parents.</p>	LH
<p><b>Safeguarding including Health &amp; Safety:</b></p> <p><b>6.1. Verbal update from DSL</b></p> <p>ST explained the situation that had occurred regarding recruiting specialist support for RN. A supply teacher (currently working at a special school in Dorset) had been recruited by DCC using a specialist Supply Agency – ST googled the name and found this teacher had been the subject of an investigation regarding significant safeguarding and professionalism concerns. ST escalated to Local Authority Designated Officer (LADO) who investigated to confirm the teacher's identity. This teacher will NOT be working at St Catherine's. <i>GC asked if St Catherine's uses supply teachers.</i> ST said St Catherine's uses one supply company who makes sure their teachers are thoroughly checked and their references are up to date.</p> <p><b>6.2. Update on Covid cases</b></p> <p>ST said there had been one member of staff who had COVID for the second time and one child.</p>	
<p><b>7 SEND SEF/ Information Report to Governors 2021/22</b></p> <p><b>7.1 Head Teachers SEND SEF Update</b></p> <p>ST said that she would check with Suzie Franklin (SEND Consultant) to see if the repeated data in the SEND and SEF reports was necessary. TS suggested looking at other schools SEN Reports that were more factual and move to something similar. <i>TS asked how provision was communicated to the wider community?</i> ST said it was a statutory requirement to have the reports on the website. ST said using</p>	ST

<p>Insight Data had made life much easier. ST said she had bought the RENFREW Programme for speech and language and is in the process of buying programmes for Dyslexia, Maths and Memory. Each child on the SEN list has had their need identified and their provision had been tailored for them.</p> <p>ST said the SEN Attendance Figures were slightly skewed because they take into account the pupil on a reduced timetable who also had a whole half term exclusion which then increases the persistent absence figures. <b>TS asked if he was taken out would the figure improve?</b> ST said yes.</p> <p>TS said that Case Studies give the data more sense and meaning.</p> <p>ST said there is a new pupil with an existing EHCP coming from Mountjoy to Yr 2 in September. ST has met the teachers and it is agreed he is too able for his current setting and would be better at St Catherine's. He has a younger sibling at school currently.</p>	
<p><b>Finance and Staffing:</b></p> <p><b>8.1 What is the overall assessment of staff wellbeing?</b></p> <p>ST said staff were using The Write Stuff and Power Maths to engage and boost the children and the results were already good. TS said she had spoken to CB and the staff were very happy. Now there is a clear plan with clear instruction it is easier all round. ST is allowing staff to have PPA time at home. GC said the effect of their hard work showed on the school and the children and they all understood it was for the greater good.</p> <p><b>8.2 Are staff levels sustainable?</b></p> <p>ST said yes but that could easily change from week to week with COVID impacting on staffing levels.</p> <p><b>8.3 Are school leaders maintaining a sustainable and healthy work life balance?</b></p> <p>ST said yes. She likes her job and has had support from CT during the Exclusion Process. TS said it was good to know that CT was supportive. ST said that CAST had stood between ST and the Local Authority so she had felt protected and supported. Unfortunately, the staff view of CAST is still not positive but CT was working hard to change that.</p>	
<p><b>Governance and Responsibilities:</b></p> <p><b>8.1 Upcoming Governor Training:</b></p> <p>EF said there was some training listed on GovernorHub.</p> <p><b>9.2 New Governor Recruitment</b></p> <p>GC asked the LGB to think of people they know who may be interested in becoming a Governor.</p>	<p><b>All</b></p> <p><b>All</b></p>
<p><b>17:45 Meeting ended</b></p>	