

St Mary's Catholic First School
Minutes of the Full Governing Body held on Wednesday 27th Feb 2019
(Incorporating Finance and Premises and Curriculum Committees)

Present: Mark Haysom (MH) – Chair, James Howarth (JH) - Vice Chair, Father Barry (FB), Paula Fearn (PF) (Head Teacher), Graham Rhys-Jones (GRJ), James See (JS), Jo Bourne (JB), Rebecca Bradley (RB) Liz Armstrong (LA)

Sadie Wilson (Minute Taker)

Item No	Agenda Item	Action
1	Opening prayer, welcome and apologies FB led the governors in an opening prayer.	
2	MH welcomed everyone and introductions made. MH welcomed LA to the Governing body.	
3	Apologies were received and accepted from CMW – Governor safeguard training. LL has now resigned as Governor.	
4	Business Interests (BI) – None declared . All Governors have signed the Governor Handbook.	
5	<p>Minutes from FGB held on 5th December 2018</p> <p>With the following amendments/notes the minutes of the FGB held on 5th December 2018 were agreed as a true and accurate record. No amendments to minutes MH signed off the minutes as a true record.</p> <p>Update on Governor roles</p> <p>Governor Roles this year</p> <p style="text-align: center;">RE/Catholic Life - FB PP/SEND – MH Safeguarding – CMW H & S - GRJ</p> <p>RB – English JS – Maths JH - Finance.</p> <p style="text-align: center;">MH to check these</p>	MH

6	<p>CMW is attending Governor Safeguard training.</p> <p>JH to investigate website options</p> <p>SEF/SDP</p> <p>PF talked the Governors through the Leadership report. JB gave information regarding the DASP workshops for parent wellbeing.</p> <p>PHSE resources are being sought for the mental health of the children.</p> <p>Other areas of discussion were:</p> <ul style="list-style-type: none"> • I can problem solve – Using the right vocabulary for expressing their feelings. • Caterpillar Group addressing Maths and had a recent trip to Tesco. • SEN status across the school was discussed • Target Tracker outcomes were explained. • Current test papers are Pira, Puma and NTS (as well as the SATS and GL assessments) • Regular progress meetings. <p>Governors raised and discussed the following questions:</p> <ul style="list-style-type: none"> • How reliable is the data for Reception? • Y2 have a greater variation between subjects, Why is this? <p>Persistent attendance was explained and what has been put in place to support the family.</p> <p>Recent exclusions were also discussed.</p> <p>Other questions from the SEF/SDP discussions:</p> <ul style="list-style-type: none"> • Any parental complaints? - No • Have the teachers been allocated to classes for Sept 19? – Job share will be looked into as one job share staff member is temporary. This will be an Easter decision. It's likely to keep teachers in their current year groups. • How is the SENCO role in school working? – Going really well, ES has received her SEN certificate. 	JH
7	<p>Safeguarding</p> <p>PF confirmed there are no live CP cases.</p> <p>CMW currently on the Governor safeguarding training.</p> <p>Safeguard training arranged for volunteers and lunchtime supervisors.</p> <p>Prevent completed by staff</p> <p>Dorset Audit to be completed soon.</p> <p>CMW to arrange a meeting with PF after the training has been completed.</p>	
8	<p>Chairs update on Governor training</p> <p>A reminder is given to all governors regarding the CAST training on 13th March 2019</p>	

9	Catholic Life events at school included: <ul style="list-style-type: none"> • Ash Wednesday service • Reception assembly • Whole School Mass • RE leader conference • Lenten reflection over 6 weeks. 	
10	Head Teacher Finance Update – <ul style="list-style-type: none"> • There is a predicted surplus for year end 18/19 • SEN Funds have been found and are up to date • Quotes for the Gate and Toilets remain with P Stewart • Additional Cleaner approval from CAST for 10 hrs per week. 	
11	CAST Clusters – Discussion – PF to email document to all Pros <ul style="list-style-type: none"> • Spreading good practice amongst schools • Financial benefit Cons <ul style="list-style-type: none"> • Travelling issues in rural areas • Workload of the Cluster leader will increase and differ depending on each individual school. • HT will not be at the school and deputies would have to step up, possibly introducing more cost to the school to cover the day to day teaching. 	PF

12	<p>Health and Safety –</p> <p>GRJ had circulated notes.</p> <p>Emergency lighting errors have not been rectified after 2 visits from the contractor. PF to request faults are repaired.</p>	PF
13	<p>Policies</p> <p>MH to arrange a meeting with PF to discuss internal policies</p>	MH
14	<p>The Haycorn's Association</p> <ul style="list-style-type: none"> • PF met with Perter Gordon & Karen Cook on 28th February • PF explained processes complete and those yet to happen 	
15	<p>Governor Visits</p> <p>Email PF to arrange visits.</p> <p>MH thanked PF and staff for all the data and said the Governors were very pleased with the results and well done in the writing.</p>	

17	<p>AOB –</p> <p>JH happy to take part in PF PM</p> <p>Parish fete is on Saturday 8th June 2019</p> <hr/> <p>---Closing Prayer</p> <p>FB closed the meeting with a prayer.</p> <p>Minutes taken Sadie Wilson.</p> <p>NB Date of Next Full Governing Body Meeting – Wednesday 22nd May 2019 at 530pm</p> <p>Accepted as a true record and signed by :</p> <p> </p> <p>Chair..... Dated</p> <p>Mark Haysom</p>	