

St Mary's Catholic First School
Minutes of the Full Governing Body held on Wednesday 5th December 2018
(Incorporating Finance and Premises and Curriculum Committees)

Present: Mark Haysom (MH) – Chair, Father Barry (FB), Paula Fearn (PF) (Head Teacher), Graham Rhys-Jones (GRJ), Jo Bourne (JB), Kirsty Hill (KH), Catherine Macer-Wright (CMW) Eric Kay (EK) (Year 4 Teacher) Rebecca Bradley (RB)

Terry Stockley (CAST Director)

Sadie Wilson (Minute Taker)

Item No	Agenda Item	Action
1	Opening prayer, welcome and apologies FB led the governors in an opening prayer.	MH
2	MH welcomed everyone and introductions made.	
3	Apologies were received and accepted from J Howarth JS, LL – Mark to contact regarding status on Governing body.	
4	Business Interests (BI) – None declared	
5	Maths Presentation – Presentation given by EK	
6	Minutes from FGB held on 10th October 2018 With the following amendments/notes the minutes of the FGB held on 10 th October 2018 were agreed as a true and accurate record. No amendments to minutes MH signed off the minutes as a true record. Update on Governor roles Governor Roles this year RE/Catholic Life - MH to email LL SEND – KH Safe Guarding – CMW STAT Grant Funding – MH H & S - GRJ	MH

7	<p>MH to contact LL and then liaise with PF on another possible Foundation Governor. Governor website to be updated by Tim Hill – SH to be trained up for weekly updating.</p> <p>Safeguard training to be arranged for CMW</p> <p>Catholic Life</p> <p>events at school included:</p> <ul style="list-style-type: none"> • Mass at school. • Harvest – children had day off timetable to look at ideas based on the Laudato Si document. This included making a donation to Dorchester Food Bank with FB, Harvest singing and Eco schools and recycling. Drama. • Love generously painting at the school entrance. • Advent – Daily liturgy. Parents are invited and invited to take Mary & Joseph home for the evening. Food bank scheme in place for 14th December. • Reception parents- FB welcomed parents and pupils to a prayer service in the classroom • Carol Service at Holy Trinity Church – all invited. • RE Leaders conference attended 	MH PF
8/9	<p>Latest Finance details –</p> <ul style="list-style-type: none"> • The yearend figures for 17/18 were received in December. Year-end stands at £524.32 Surplus – this will be added to our current school balance of £77k. • With a non-teaching staff resignation money may be saved with a lower funded post. • There is a predicted surplus for year end 18/19 • SEN Funds – not easily identified on the finance system – PF to investigate • Money left to the school from the late Mrs Wainwright will be used to build a small build outside the main entrance. • Toilet quote to be sent through to CAST for approval from the Central building fund. 	PF PF

10/11	<p>Visions and Values/Cluster proposal</p> <p>Discussion held on the recent document sent from RF.</p> <p>Pros</p> <ul style="list-style-type: none"> • Spreading good practice amongst schools • Financial benefit <p>Cons</p> <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. <p>TS expressed the benefits and also pressure from outside organisation for the MAT to introduce the Clusters. A pilot will start in January 2019, schools at this time do not know who will be involved in the pilot scheme.</p> <p>The Governors discussed and raised the following.</p> <ul style="list-style-type: none"> • Are Ofsted aware of the responsibility changes? • DASP relationship is strong and seamless for our school and would be concerned this could be affected. • Concerns about Ofsted visiting – who would talk to them? Governors or would a CAST member be available? 	
12	<p>Health and Safety /Buildings</p> <p>Buildings –</p> <ul style="list-style-type: none"> • Year 2/3 and 4 Toilet blocks – waiting for quotes to go to CAST • Front gate – waiting for rollers to be fixed to allow gate to work • Sheds – Asbestos to be removed from the long shed by contractors in January 	<p>PF</p> <p>PF</p>

13	<p>Health and Safety –</p> <p>GRJ had circulated notes.</p> <p>Although CAST have financial constraints, school is doing well.</p> <ul style="list-style-type: none"> • Fire/evacuation Drills – completed and staff trained on how to use system. • Gutters are due to have a clear out and be maintained through an SLA with TDA. • School Roof – this item must be kept on list although not urgent as yet. • Non slip paint required in swimming pool • Has CAST got a lock down policy? PF to look into this • Music room windows were picked up as a having single glazing by the recent Government surveyor – safe to use, however funding may be available for replacements. <p>Policies</p> <p>CAST policies - Code of Conduct signed by all staff and sent to CAST</p> <p>Internal policies – Maths and English being updated.</p>	PF
14	<p>Safeguarding –</p> <ul style="list-style-type: none"> • CPOMS has transferred and now in use. • Single Central Record has been transferred to the new CAST model and has been checked by PF & MH. • Safeguarding update from DCC to go to CMW 	PF
15	<p>SEF/SDP – completed and shared Governors.</p> <p>PF explained about NTS tests, characteristics of learning and I can problem solve.</p> <p>JB explained about Mental Health workshops for parents and plans for the future.</p>	
16	<p>Governor Visits</p> <ul style="list-style-type: none"> • MH – visited the school, various areas visited. A full report on google drive. All that was seen was outstanding, • CMW – to book a visit in January 2019. • KH – to arrange an SEN visit in January. • GRJ – termly H&S walk around complete. 	

	<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>Contact information to be shared between MH and TS</p> <p>TS thanked PF and the Governors for their time and the invitation to the Governors meeting.</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 – 6th February 2019 at 530pm Accepted as a true record and signed by :</p> <p>Chair..... Dated</p> <p>Mark Haysom</p>	PF