

Through God's grace, a community growing in knowledge and understanding



Cambridgeshire
County Council



Meeting Date & Time: Thursday 16th March 2017, 4 pm – 5.12 pm

Attendance & Apologies:								
Foundation Governors:			Parent Governors:			Staff Governor:		
Mary Jane O'Sullivan (Chair)	MJOS	P	Rebecca Imhagwe	RI	P	Phyllis Maynard	PM	P
Claire Southgate (Vice Chair)	CS	P	Monica McDonald	MM	P			
Fr Pat Cleary	PC	P				Clare Clark (Headteacher)	CC	P
Dr Charlotte Woodford	CW	P	Local Authority Governor:					
Harry Roberts	HR	P	Sonali Kumarakulasinghe	SK	Ap	Associate Members:		
Terry Taylor-Crush	TTC	P				Lizzy Bennett (Deputy Head)	LB	P
Janet Scally	JS	P	Co-opted Governor:			Veronica Harvey (Deputy Head)	VH	A
Joan Brierley	JB	P	Shauna DeWolf	SdW	P			

(key: P = present, Ap = apologies received and accepted, ApN = apologies received but not accepted, A = absent)

In Attendance: Mark Dowling (clerk)

	Notes	Actions/Dates/ Person responsible
0	Opening Prayer	
1.	Pecuniary interests and declaration of interests relating to items on this agenda None	
2.	Approval of the minutes of FGB of 26th January 2017 Approved after correction of 'Rendell' to 'Rundell' in Item 4, first bullet point	
3.	Significant matters arising from minutes of previous meeting None	

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4.	<p>Headteacher's Report and Raising Attainment Plan, Spring Term 2017</p> <p>➤ A Governor asked whether, in the calculation of absences in Table 1.3 of the Report, coded educational day trips were counted as attendance. The Headteacher confirmed that they were.</p> <p>➤ A Governor asked for clarification of the figures for fixed-term exclusions in Table 1.4, and was given clarification, making 5 fixed-term exclusions in total since September 2016.</p>	
5.	<p>Chair's Business</p> <p>National Governors' Database: The Chair had found that she was unable to upload information to the Database. Liz Taylor would do it in due course.</p> <p>In-year admissions: The Chair reported that she had asked the authority for a cap on admissions to Years 1/2 and 3/4 for the rest of the school year because of the high numbers already admitted during the year with high levels of need but no immediate extra funding and the changes in teachers.</p>	MJOS to Liz Taylor by 31.05.17
6.	<p>Safeguarding</p> <p>The Headteacher had had an audit with Chris Meddle (Education Support Officer, Cambridgeshire) but had not yet had written feedback. She had, however, already acted on an oral recommendation that staff should bring in their passports or other identification to establish their right to work in the UK, and these had been uploaded to the Single Central Record.</p> <p>➤ Governors agreed that, provided their service was continuous, there was no need for Governors to have new DBS checks when they started a second or later term of office.</p> <p>➤ Governors were encouraged to undertake the on-line Prevent anti-radicalisation training to be found at https://www.elearning.prevent.homeoffice.gov.uk/ and were advised to use a PC rather than an ipad for it. Five Governors had already done such training in other capacities.</p>	All by 03.05.17
7.	<p>Free School bids and Academy status update</p> <p>The Chair thanked those who had helped collect expressions of interest in extra Diocesan schools after Masses on Sunday 5th February.</p> <p>The White Paper removing the cap of 50% on the proportion of places that could be awarded on faith grounds had still not been brought forward, so even if the Diocesan bid was submitted it would be withdrawn if it reached a decisive stage before the White Paper was enacted.</p> <p>The planned article for The Pilgrim parish magazine would be postponed until the cap was lifted, but a holding paragraph with a link to further information on the Diocesan website would appear in the next issue.</p>	CW, by parish deadline

	<p>➤ Governors raised the need for a plan regarding academy status if no additional Catholic school were in fact established in the area. A Governor wondered whether there was any advantage to the children's education at St Laurence or anywhere else if no new school was set up but St Laurence nevertheless switched to become part of a MAT. It also seemed possible that existing collaboration and co-operation between schools, such as the CB4 network, might disappear as schools operated instead within their MATs. This concern was not much alleviated by the possibility that MATs would sell their services other schools in the manner of a local authority, and without the purchasing schools having any say on what was offered in the first place.</p> <p>The Academy Status Working Group (MJOS, JS, JB, CW) would reconvene in the first two weeks of next term to prepare questions to ask Teresa Selvey (CEO of Our Lady of Walsingham Catholic Multi-Academy Trust) at the next FGB. Governors were asked to email any suggested questions to the Chair.</p> <p>The Chair had booked herself onto a training session on joining a MAT in Huntingdon on the evening of 16 May, and encouraged others to do so too.</p>	<p>MJOS to convene, by 30.04.17</p> <p>All to consider, by 18.04.17</p>
8.	<p>Learning & Achievement Committee Report: [Not due to meet until 23 March. Unconfirmed minutes of the previous meeting are available on the Governors' area of the website.]</p> <p><u>Monitoring Visits</u> (for information only; reports on website in Governors' area):</p> <p>Raising Attainment Plan, 14 Sep 2016 Keeping in Touch, 15 Sep 2016 Pupils with Higher Learning Potential, 17 Oct 2016 Wider Curriculum, 9 Dec 2016 Use of the IPC, 26 Jan 2017</p> <p>➤ Governors were asked to place their reports in the 'Monitoring' section of the secure area on the website.</p>	<p>All</p>
9.	<p>Finance & Personnel Committee</p> <p>➤ Governors received the minutes of the meeting of 28 February 2017.</p> <p>➤ Governors thanked Liz Taylor for the hard work that enabled the Chair of the Governing Body and the Chair of the FPC to certify compliance with the school's Financial Value Standard, which would go onto the secure area of the website by 30 March.</p>	
10.	<p>Premises, Health, Safety & Wellbeing Committee had met on 2 March and the minutes were awaited.</p> <p>➤ Governors commented that the termly Inspection Safety Checklist showed a considerable improvement.</p>	
11.	<p>Policies</p>	

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	e-safety – This policy was approved; the new version contained minor updating of links but no major change.	
12.	<p>Governing Body Membership, Training and Development</p> <p>➤The Governors noted that Terry Taylor-Crush had been reappointed as a Foundation Governor until 30 November 2020 and Charlotte Woodford had been reappointed as a Foundation Governor until 31 March 2021.</p> <p>➤The Governors noted these documents from the Governing Body Development Group:</p> <p>(a) Five main strengths and priorities of the school, an unofficial aide-memoire</p> <p>(b) Strategic Priorities Annual Review for 2017. The strategic priorities had been set for the period 2016-20 but were to be reviewed annually. The Governors adopted the review.</p>	
13.	<p>Parish Report</p> <p>The Headteacher thanked Fr Pat for the parish's support for the Barbara Quail celebration event.</p>	
14.	<p>PTFA Report</p> <p>MM reported that the Summer Fair would take place on 24 June, and said that Governors' help in planning or running it would be welcome.</p> <p>The disco had raised £475; MM thanked the teaching staff who had helped run it.</p>	
15.	<p>Any Other Business</p> <p>HR agreed to arrange for Governors to go to the Old Spring for a meal after the meeting on 13 July.</p>	HR, by 13.07.17
16.	<p>Embedded Risk Management</p> <p>➤Governors raised the danger of accepting into the school children with a high level of need who did not have educational plans set up at the time they entered and who therefore did not generate the additional funding, Additionally, there has been a case of a child with and EHCP in place admitted where the funding has not yet been passed to the school. This has led to a reliance on the school's reserves in the absence of some of the SEND funding to which it was entitled.</p>	
17.	<p>Matters considered in this meeting which need to be highlighted in negotiations on Academy Status</p> <p>Possible need to replicate the support (notably in CPD) currently generated through the schools Cluster.</p>	
18.	<p>Dates of future meetings: All 4-6pm unless otherwise stated</p> <p>4th May 2017</p> <p>13th July 2017 @ 3.45pm to hear the report from the School Council, followed by meal out</p>	

Abbreviations: EAL = English as an Additional Language, EY – early years, FGB – Full Governing Body, KIT – Keeping in Touch visit, KS1 – Key Stage 1, KS2 – Key Stage 2, , PP – pupil premium, RAP – raising achievement plan, SEF – Self Evaluation Form, SMT – Senior Management Team, SEND – special educational needs and disabilities

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