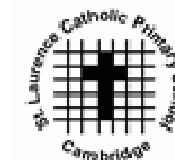


Through God's grace, a community growing in knowledge and understanding

Meeting Date & Time: Thursday 12th July 2018, 3.45 pm – 6 pm



Cambridgeshire
County Council



Attendance & Apologies:									
Foundation Governors:			Parent Governors:			Staff Governor:			
Mary Jane O'Sullivan (Chair)	MJOS	P	vacancy			Phyllis Maynard	PM	Ap	
Claire Southgate (Vice Chair)	CS	P	Monica McDonald	MM	P				
Fr Pat Cleary	PC	Ap				Clare Clark (Headteacher)	CC	P	
Dr Charlotte Woodford	CW	P	Local Authority Governor:						
Harry Roberts	HR	Ap	Sonali Kumarakulasinghe	SK	Ap	Associate Members:			
Terry Taylor-Crush	TTC	P				Lizzy Bennett (Deputy Head)	LB	Ap	
Janet Scally	JS	Ap	Co-opted Governor:			Veronica Harvey (Deputy Head)	VH	Ap	
Chioma Ubajaka	CU	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); representatives of the School Council for Item 1

	Notes	Actions/Dates/ Person responsible
0	Opening Prayer Chioma Ubajaka was welcomed to her first meeting.	
1.	Presentation from the School Council Governors received a presentation about the work of the School Council during the year from three of its pupil members with the assistance of Miss Kelly. In response to questions from Governors, the members explained the efficacy of the healthy snack survey is raising consciousness of the issues and their plans for continuing with the anti-bullying campaign, including producing a child-friendly version of the school policy on bullying produced by the Governors.	
2.	Pecuniary interests and declaration of interests relating to items on this agenda None	

Our school is committed to safeguarding and promoting the welfare of children and young people and expects all staff & governors to share this commitment.

3.	The minutes of the Full Governing Body of 3 May 2018 were approved.	
4.	There were no significant matters arising from the minutes of the previous meeting.	
5.	<p>Academy Status update</p> <p>As attendance was low, Governors agreed not to set a date for the entry of St Laurence to the OLW MAT yet but to have a further discussion and make a decision at a future meeting about a proposal to enter it in September 2019.</p> <p>➤ A Governor asked why the school should enter the MAT earlier than the deadline of 2020. Reasons suggested were:</p> <ul style="list-style-type: none"> • to have an active role in the MAT as it develops • because it would not be good for the MAT and its schools if all remaining schools joined at the same time • because we wish to be positive and proactive • because we are unlikely to secure significant LCVAP funding in the next two years • because we were in a halfway house at the moment, e.g. the Head was already attending the Heads' Operational Group but had a limited voice there as the school as not a member of the MAT. <p>➤ A Governor asked the Head whether she thought joining the MAT would be a positive benefit to her and the school. The Head replied that it was a necessity because the school worked under the directive of the Bishop. The Diocese seemed to have retained its enthusiasm for academisation even if the Government and some local schools appeared not to have done so. In any case, local authorities had increasing difficulties providing services when so many schools had already transferred to academy status. The Head also explained that benefits of joining the MAT included school to school support especially at the Senior and Middle Leadership levels. She also explained that the MAT would support career progression for Catholic staff which would be of benefit to a number of current and future staff.</p> <p>There was some discussion of whether there was an 'unmet Catholic need' for primary school places in Cambridge that would justify a renewed attempt at funding a third Catholic primary school in the city.</p> <p>➤ A Governor asked whether the Head would hope to maintain membership of the CB4 cluster of local schools and she replied that she would, as they presented a nearer source of moderation and networking.</p> <p>➤ In reply to questions from Governors, it was explained that:</p> <ul style="list-style-type: none"> • The MAT's Board of Directors had now approved a leadership structure in which there were no 	

	<p>substantive Heads except in the secondary schools. Heads of School would be under the supervision of one of three Executive Headteachers. Existing substantive Headteachers would, however, remain in post.</p> <ul style="list-style-type: none"> • Becoming an academy and entering the MAT would happen at the same time. <p>➤ A Governor asked whether financial modelling could be done so that Governors could vote with some understanding of the financial implications. It was agreed that this should be requested from the MAT.</p> <p>Governors considered various possibilities for an extra meeting in the Autumn Term, with Teresa Selvey and a representative of the Diocese invited to one meeting. [Clerk's Note: It was later arranged that Teresa Selvey, Julie O'Connor and possibly another Director of the OLW MAT would attend the meeting already fixed for 27 September. Teresa Selvey agreed to provide financial modelling by 13 September so that Governors could consider it in advance. A further FGB meeting would be held on 11 October for a decision to be made on the matter.]</p>	MJOS by 19.07.18
6.	<p>SATS results 2018: initial report from Headteacher</p> <p>The Head commented that at Key Stage 1 the SAT results were, as expected, not as high as the ambitious targets set in the KIT visit with Sally Rundell the Advisor, but they were significantly better than the previous year's, which reflected a lot of hard work. The Year 1 phonics results were up for the third year running and in line with the national figures. Key Stage 2 results had just arrived and were really good, good i.e. all at or above target, all improved from 2017 and above the 2017 national average.</p> <p>Among 'Pupil Premium' pupils, 85% in Year 6 had achieved 'at greater depth'. In Year 2, only two of the five children concerned had achieved the 'expected' standard.</p> <p>➤ A Governor asked whether the high KS1 targets had been a help. The Head said they had neither helped nor hindered, since every child would have been pushed to make progress anyway.</p> <p>➤ A Governor asked whether the focus on cross-curricular writing had had an impact. The Head said it had done so, and she had alluded to it in her written report.</p> <p>➤ The Governors congratulated the children and staff on their work and achievements.</p>	
7.	<p>Headteacher's Report</p> <p>The Headteacher's Report had been available to Governors before the meeting.</p> <p>➤ A Governor asked about the persistent absence figure for the school, which was 11.0%, but the Head said this was probably a typo, though it was true that absence rates were inflated by the issues of a small number of children. The Head explained that some absences are linked to complex social situations over which the school</p>	

	<p>has no control and gave anonymised examples. VH (Deputy Head, Pastoral) monitors the persistent absence figures closely and they have in fact decreased slightly over the course of the year. VH has met with parents as needed and with the new EWO. The Head reviews every leave of absence request made by parents and although some are authorised many such requests are not authorised.</p> <p>➤ A Governor asked for clarification of the 'all data' GDPR request made by a parent.</p> <p>➤ A Governor asked for confirmation that there had been no exclusions during the current term, which the Head gave.</p>	
8.	<p>Chair's Report on other matters</p> <p>The Chair reported that the Head had passed her the report from Sally Rundell on her recent visit and the proposed priorities for the next school year.</p>	
9.	<p>Safeguarding</p> <ul style="list-style-type: none"> TTC reported that the Single Central Record check that she conducted in the Spring Term as Safeguarding Governor had been satisfactory. Governors considered the LSCB Annual Safeguarding Report for 2017-2018. A Governor questioned the achievability of '5' as the rating for 'How do your pupils express their feelings of being protected and safe within your establishment?', on which the school scored 4 on a 1 to 5 scale. Referring to the five referrals to Social Care reportedly made during the year, a Governor asked the Head whether she had obtained an adequate response. The Head felt that in some cases the response had not been adequate, possibly because of the churn of social workers sometimes meant they did not get beyond the triage stage. 	
10.	<p>Learning & Achievement Committee Report</p> <p>The Minutes of the meeting of 8 May 2018 had been made available to Governors.</p> <p>SdW agreed to contact SK to request the report on the visit of 14 May to watch the administration of the SPAG test. Visits regarding the use of the grounds as a stimulus for learning, Maths and Growth Mindset appeared to be still outstanding.</p> <p>SdW would review the progress and necessary actions regarding these outstanding visits with the L&A committee at their meeting on 17 July 2018</p> <p>The Clerk would need to have by 6 September a note of the attendance at the meeting scheduled for 17 July so that a complete attendance record for 2017-18 could be posted on the website as required.</p>	<p>SdW by 31.07.18</p> <p>SK or CS by 06.09.2018</p>
11.	<p>Finance & Personnel Committee Report</p> <p>The Minutes of the meeting of 6 July 2018 had been made available to Governors.</p>	

12.	<p>Premises, Health, Safety & Wellbeing Committee Report</p> <p>The unconfirmed Minutes of the meeting of 21 June 2018 would be available in September.</p> <p>The Clerk would need to have by 6 September a note of the attendance at the meeting of 21 June so that a complete attendance record for 2017-18 could be posted on the website as required.</p>	HR by 06.09.2018
13.	<p>Governing Body Membership, Training and Development</p> <ul style="list-style-type: none"> The election of a Parent Governor would proceed in the Autumn Term, starting on Monday 17 September with the letter to parents inviting nominations and ending with counting of votes and display of results (assuming the election is contested) on Wednesday 17 October. Governors re-adopted Lizzy Bennett and Veronica Harvey as Associate Members of the Governing Body for the Academic Year 2018-19 Governors adopted Rebecca Imhagwe as an Associate Member from 12 July until 31 October 2018 The Chair encouraged Governors to attend future termly briefings by the local authority governance team, as nobody had been able to attend in the summer term. It was agreed that the Governors Development Group would conduct the annual Governing Body Self Audit in the Autumn Term. <p>On training, Governors were invited to attend Governors' training sessions at the school on Monday 17 September:</p> <ul style="list-style-type: none"> General Data Protection Regulation (led by ICT Services), 4.15 pm to 5 pm Outstanding Governance (led by Sally Rundell), 5 pm to 6 or 6.30 pm. <p>Governors confirmed that they were happy to check their Governors' email accounts at least once a week during term time and to receive occasional emails to their private accounts prompting them to check their Governors' account.</p>	<p>CC by 17.09.18</p> <p>All to let MJOS know about their attendance by 12.09.18</p> <p>All, ongoing</p>
14.	Proposed by TTC and seconded by SdW, MJOS was re-elected Chair of the Governing Body for the Academic Year 2018-19.	
15.	Proposed by CW and seconded by MM, CS was re-elected Vice-Chair of the Governing Body for the Academic Year 2018-19.	
16.	Governors agreed the following changes to membership of Committees and responsibilities for the	

	<p>Academic Year 2018-19.</p> <p>Governor Training responsibility: tbc in September</p> <p>Governor Monitoring responsibility: to be considered at Learning and Achievement Committee</p> <p>Newsletter: MJOS and CU</p> <p>RE and Values: JSc and CU</p> <p>Link Classes: to be deferred to Autumn Term</p> <p>Headteacher Performance Review: CS, HR, TTC (or if they cannot attend on 17 September MJOS will ask SK, JSc or CW)</p>	MJOS by 31.08.18
17.	<p>Parish Report</p> <p>Fr Simon Blakesley would succeed Fr Pat as parish priest in September. It was not yet clear whether he would also succeed him as a Foundation Governor.</p>	
18.	<p>PTA Report</p> <ul style="list-style-type: none"> £1800 had been raised by the family barbecue, and fizzy pop Fridays continued to bring in further funds. The funds helped to pay for the Felixstowe trip and leavers' books and party. A problem was that the Chair, Treasurer and Secretary were all stepping down. 	
19.	<p>Any Other Business</p> <ul style="list-style-type: none"> TTC would email the safeguarding questions for monitoring visits to SdW. Governors were reminded they were invited to the volunteers' tea party on the following Wednesday, CS thanked those responsible for Sports Day, which had been very good. 	
20.	Embedded Risk Management Academy status matters	
21.	<p>Dates of future meetings (on Thursdays at 4 pm unless otherwise stated):</p> <p>Monday 17 September 2018: training (4.15 to 6.30 pm)</p> <p>27 September 2018 (3.45 pm to meet staff)</p> <p>11 October 2018 (additional meeting to vote on date of entry to MAT)</p> <p>15 November 2018</p> <p>24 January 2019</p> <p>14 March 2019</p> <p>2 May 2019</p> <p>11 July 2019 (3.45 pm to receive presentation from School Council; date to be confirmed during Spring Term in view of poor attendance on 12 July 2018)</p>	

Abbreviations:

FGB = Full Governing Body

PTA = Parent Teacher Association

SATs = Standard Attainment Tests

SEND – special educational needs and disabilities