



**MINUTES OF THE MEETING OF THE FULL GOVERNING BOARD
OF MUCH WOOLTON CATHOLIC PRIMARY SCHOOL HELD AT 6:00^{PM} ON
WEDNESDAY 19th OCTOBER 2022 AT THE SCHOOL**

Present:

Matthew White (MW)	-	Executive Headteacher
Howard Winik	-	LA Governor
Anna-Marie Brown	-	Parent Governor
Emma Skyner-Andrews	-	Parent Governor
Andrew Simpson	-	Staff Governor
Helen Bradshawe	-	Foundation Governor
James Carson	-	Foundation Governor
Carol Chapman	-	Foundation Governor
Patricia Davies	-	Foundation Governor
Mary Monkhouse	-	Foundation Governor
Anne-Marie Parr	-	Foundation Governor

Also, Present:

Marie Wilson (MWi)	-	Head of School
Julie Burke	-	Finance Officer/SBM
Paula Regan	-	Deputy Head of School
Jo Richardson	-	Clerk

22/25	WELCOME / OPENING PRAYER / APOLOGIES FOR ABSENCE	Action
	<p>M White welcomed everyone to the meeting. The meeting was opened with a prayer.</p> <p>Governors welcomed Anne-Marie Parr as new Foundation Governor.</p> <p>Apologies for absence were received accepted for Catherine Higgins, Associate Governor.</p>	
22/26	ELECTION OF CHAIR	
	<p>Carol Chapman and Emma Skyner-Andrews were proposed and seconded. There being no other nominations, Carol Chapman and Emma Skyner-Andrews were elected as Co-Chairs for the ensuing year.</p>	
22/27	DECLARATIONS OF PECUNIARY INTERESTS	
	<p>Governors were asked to update their annual declaration of pecuniary interests within their personal profiles in GovernorHub.</p> <p>There were no declarations for this meeting.</p>	
22/28	NOTICE OF ITEMS FOR ANY OTHER BUSINESS	
	<p>i) Parking</p> <p>ii) Uniform</p>	
22/29	MISSION STATEMENT AIMS AND OBJECTIVES	
	<p>M White provided an update on the Mission Statement Review Outcomes. The document had been shared on GovernorHub prior to the meeting:</p> <ul style="list-style-type: none"> - The day had been very deep and meaningful with staff discussions around the Christian and Catholic values. All staff had connected with 	



	<p>and taken ownership of the mission statement and a staff steering group was set up.</p> <ul style="list-style-type: none"> - The key messages discussed were: to provide opportunities for all to grow and achieve by igniting a desire for life-long learning; to encourage a sense of justice, peace and stewardship of our global community (a discussion ensued around links to developing children in the age of change and making a difference to global communities); recognising that each person is an extraordinary work of art. <p><i>Governors APPROVED the mission statement outcomes.</i></p> <p>Governors thanked all staff who had worked so hard on the mission statement outcomes.</p>	
22/30	SBM REPORT INCLUDING FINANCE AND RESOURCES	
	<p>J Burke provided an update. The School Business Manager Report dated 14.10.2022 had been shared on GovernorHub prior to the meeting. The key points were as follows:</p> <ul style="list-style-type: none"> - Changes arising from the September budget and cost centre assessment were highlighted. - It was noted that the National Pay Award was unfunded by the government. - The budget was extremely tight. - Governor question: did we know if the government would help towards energy costs? Response: a rebate may be due from the local authority. - A discussion ensued around ensuring funds went to the children and their learning. - Rising costs and not replacing staff was a challenge. - Supply had been used for CPD. A discussion ensued around staff absence. - Governor comment: it was important to have a contingency plan in place for the possible teacher strike action planned for the Spring term in relation to pay increases. - Quotes for a new tannoy system had been added to GovernorHub. - The PTA had agreed to provide funds towards the OPAL project/amphitheatre. - Following a discussion <i>Governors formally approved the Amphitheatre project.</i> - The planned internal painting had been postponed. However, parent volunteers and staff were being sought to help with painting. School were also reaching out to the community for volunteer trades people to help with urgent jobs around the school. 	
22/31	DRA POLICIES	
	<p>The following policies had been shared on GovernorHub prior to the meeting:</p> <ul style="list-style-type: none"> - Anti-Bullying Policy 2022 - PE Policy 2022 - PSHE Policy 2022 - Safer Internet Policy 2022 - SMSC Policy 2022 - Behaviour Management Policy 2022 - Marking Policy 2022 	



	<ul style="list-style-type: none"> - SEND Policy 2022 - Design & Technology Policy 2022 - Admission Policy 2022 <p><i>Governors AGREED to ADOPT the above policies.</i></p>	
22/32	MINUTES OF THE PREVIOUS MEETING	
	<p>a) Accuracy The minutes of the previous meeting held on 6th July 2022 were AGREED as a true record and signed by C Chapman.</p> <p>b) Matters Arising <u>Item 22/17 – FSM/PP</u> – computers were set up to encourage parents to apply for FSM. There had been a slight increase in applications, however, 12 FSM children had been in last year’s Y6 cohort. A discussion ensued around poverty and working poverty being an issue in the school community. School had helped in many ways, however, for some families it was a matter of pride. <u>Item 22/17 Arbor system</u> – the new Arbor system was working well. Governors thanked staff for their hard work in setting up the system and ensuring parents signed up. <u>Item 22/19 – School painting project</u> – the project was still on hold. <u>Item 22/19 – School lettings charges</u> – it was noted the cleaning and heating costs should be included in the letting’s charges. <u>Item 22/19 OPAL project</u> – Governor question: was there any feedback from the OPAL training? Response: all staff had attended, and feedback was very positive. There had been fewer behavioural issues and accidents. The next stage had been mapped out including all weather play and providing children with wellies. <u>Item 22/19 SEND</u> – SENDCO support was in place and working well. There had been an increase in EHCPs and 1:1’s. A discussion ensued around the challenges in sourcing staff to provided 1:1 support. The possibility of using a teacher for 1:1 support was discussed. <u>Item 22/19 Attendance</u> – M White was the Designated Attendance Lead. A discussion ensued about a future Mental Health Lead role. It was noted that governors were very grateful for the clerk’s excellent minutes.</p>	
22/33	HEADTEACHER’S REPORT INCLUDING SAFEGUARDING	
	<p>M White provided an overview. The report had been shared on GovernorHub prior to the meeting:</p> <ul style="list-style-type: none"> i) Governors were provided with an overview of the Ofsted framework. ii) The curriculum was aspirational, and teachers were ambitious. iii) The Self-Evaluation highlighted detailed judgement grades. iv) Governor comment: the quality and quantitative data was evident. v) The key priorities for 2022-2023 were highlighted. vi) Link governors to be reviewed and Governor NGA Skills Audit to be arranged. vii) Statutory Assessments highlighted all were above or broadly in line with national. KS2 Maths was a key focus. viii) There was a whole school inclusive approach to target setting with every child able to make progress. A discussion ensued around teaching assessments. 	MW



	<p>ix) Governor comment: it was important assessment continued to be consistent across the school.</p> <p>x) Catholic life, RE and Collective Worship self-evaluation for the Autumn term reported grades to be good to outstanding.</p> <p>xi) There was a coherently planned curriculum from EYFS to Y6 which clearly specified the core knowledge and vocabulary. The knowledge was carefully sequenced to ensure that all pupils, particularly the lowest 20%, those who were disadvantaged or pupils with SEND had the best possible chance of success.</p> <p>xii) All classes had attended a trip.</p> <p>xiii) Safeguarding highlighted all incidents on CPOMS. CPOMS continued to be refined to monitor specific needs.</p> <p>xiv) Behaviour incidents had reduced since the introduction of OPAL and there had been no exclusions.</p> <p>xv) EHCPs had increased and there were two additional 1:1 support. It was noted these costs did have an impact on the school budget. A discussion ensued around EHCPs and the challenges for needing for 1:1 support.</p> <p>xvi) Attendance was currently good at 96.8%. Meetings with families/EWO have had a positive impact. Governor question: had there been many absences due to holidays? Response: there had been 4 this term. Punctuality was monitored and challenged.</p>	
22/34	SCHOOL IMPROVEMENT PLAN AND SELF EVALUATION	
	The documents were available to view on GovernorHub.	
22/35	DATES OF FUTURE MEETINGS	
	Wednesday 22 nd March 2023 at 6pm Wednesday 28 th June 2023 at 6pm	
22/36	ACADEMIC YEAR 2023-2024 DATES	
	<i>Governors AGREED to ADOPT the Dates for the Academic Year 2023-2024</i>	
22/37	ANY OTHER BUSINESS	
	<p>i) Parking – M White provided governors with an update on the road closure scheme in place. A discussion ensued around arguments/conflicts from a minority of parents. It was noted staff safety was paramount. It was agreed school would give notice to the LA that school staff would not be manning the barrier at the top of the road.</p> <p>ii) Uniform – A discussion ensued around cost and providing choice for parents. It was proposed additional suppliers were invited to tender.</p>	
22/38	CLOSING PRAYER	
	The meeting closed with a prayer. All school staff left the meeting.	
22/39	RESERVED ITEM	
	<i>Please see confidential extract to these minutes.</i>	
	There being no other business, the meeting closed at 8:15pm	