

St John the Baptist Roman Catholic Primary School, Dartmouth

Local Governing Body

Monday 24/05/2021, 1:30pm

Attendee	Initials	Role	Time joined / left if not present for full meeting
Elizabeth Hamilton	EH	Head Teacher	
Laura Upton	LU	Chair	
Karen Moseley	KM	Vice Chair	
Angela Simmonds	AS	Parent Governor	Apologies
Angela Robinson	AJ	Foundation	
Mike Robinson	MJ	Foundation	

In attendance	Initials	Role
Judith Muir	JM	Clerk

Minutes to	
Attendees	
Apologies	
Helen Laird, Plymouth CAST	
Helen Bridges, St John's Admin	

Agenda Item	Topic	Lead by / Action
1	Opening prayer EH lead opening prayer.	
2	Matters arising from previous minutes JM reminded Governors that everyone needs to familiarise themselves with Governor Hub, check their profiles and update their declarations. Invitations can be emailed again by request. Minutes approved.	ALL LU KM
3	Housekeeping Meeting dates for the academic year ahead (at 1:30pm via Zoom) <ul style="list-style-type: none"> • Monday 19/07/2021 	
3.1	Declaration of Business Interests None declared. Reminder: all governors need to return completed Declaration of Business Interest forms for file and sign-off on Governor Hub.	ALL
3.2	Staff governor vacancy EH confirmed that nobody has stepped forward at this time.	

<p>4</p> <p>4.1</p> <p>4.2</p>	<p>Safeguarding</p> <p>KCSIE (updated Sep 2020) Governors advised to read the DfE updated KCSIE and declare they have done so on Governor Hub.</p> <p>SG4 EH shared the document and group discussion followed.</p> <p>EH reminded the group that mental health figures are difficult to return as it can be tricky to clarify behaviour / incidents that are mental health related. However there has been a rise in safeguarding returns.</p> <p><i>Q (LU): Spring term data shows a massive increase in safeguarding returns. Was that expected because all of the children have now returned to school?</i> <i>A (EH): The concerns can be the same families and quite a few of them already have a social worker in place. We worked really hard to get as many as possible of our more vulnerable families in during lockdown to reduce the numbers that we had to refer to Early Help.</i></p> <p>There were 3 children that had fixed term exclusions and 2 of them have ECHP applications that have been submitted this term. Having higher levels of support for these children should help to prevent exclusion. Exclusion is only used as a last resort.</p> <p><i>Q (LU): Do you find that fixed term exclusions helped?</i> <i>A (EH): They are only used when a situation becomes unsafe and for safety reasons we cannot manage that child's needs in school.</i></p> <p>EH explained that the school has moved more to internal exclusions - where if we can we remove the child from his / her class and they work on a 1:1 basis for the rest of the day. This can calm the situation and we can do some restorative work with the child, looking into why the situation has arisen and what different choices they can make in the future.</p>	<p>ALL</p>
<p>5</p>	<p>RE Parish links</p> <p>MR has not received a response from Fr. Andre so will talk to Fr. Sunny to invite him into school (he already goes to 1 other school) but unfortunately the school can't come together in one act of worship due to bubble restrictions. If technically possible, the group discussed that it may be worth considering organising a pre-recorded video message from Fr. Sunny to share across the school.</p> <p>MR has received an acknowledgement to the email he sent Bishop Mark re the school not having a priest - the Diocese is aware. Without a priest linked to the school, MR will ask Fr. Sunny if he might have any ideas on strengthening links between the school and the parish.</p> <p><i>Q (KM): Could the pupil chaplains visit the church to have a look around?</i> <i>A (EH): Unfortunately the school isn't planning any visits at the moment but the pupil chaplains can get involved with parish links when restrictions are lifted and guidance allows. We could make cards for people in the parish who may need cheering up.</i></p>	<p>MR</p> <p>MR</p> <p>KM</p>

<p>6</p> <p>6.1</p>	<p>CAFOD EH shared CAFOD reflection video with governors 'Just One World'.</p> <p>Laudato Si' (remote) training is open to all governors but is particularly relevant to Foundation governors. KM, MR and AR have agreed to attend online training on 14/06/2021 and 08/07/2021.</p> <p>Laudato Si' is an ecological message from Pope Francis to the world and forms part of Catholic interaction. As part of their CAFOD project, class 3 are writing to PM Boris Johnson as part of their campaign to help fight the climate crisis and doing some work on the G7 summit.</p> <p>The school has taken part in the CAFOD, 'Eyes of the world' campaign where some of our world has been sent for a display at the summit.</p>	<p>KM AR MR</p>
<p>7</p>	<p>Virtues initiative proposal paper EH shared the document and group discussion followed.</p> <p>EH has written to the Diocese and submitted this paper. It sets out how children are encouraged to be the best person they can be through Gospel Values (shared with children in weekly liturgy) and Character Virtues (shared with children in assemblies and each class looking at different virtues for deeper understanding). Children write their own liturgies linked to a value and there are displays in school that link to Gospel values.</p> <p><i>Q (LU): Do the children know the virtues?</i> <i>A (EH): The school has just introduced these and will be worked into the curriculum at the long term planning phase.</i></p> <p><i>Q (LU): What were the action points from the last RE inspection?</i> <i>A (EH): 1) Revisit Mission statement with parents, children and staff and create a new statement that reflects the school as a Catholic community</i> <i>2) Develop local community and Catholic community links</i> <i>3) New Governors- challenge and support school effectively</i> <i>4) Work on assessment so that all pupils are given the chance to achieve at the highest level and to develop the skills of staff to deliver at AT2</i> <i>5) To establish parish links and for children to receive mass more regularly</i></p> <p><i>Q (LU): Could we receive an update on what progress we have made in each area?</i> <i>A (EH): We can do a Governor visit on this and the RE and Catholic life Governor can report back on this.</i></p> <p>There will be a curriculum day in June with Catholic training to integrate into the curriculum. EH will use the staff meetings to talk about how staff can introduce and incorporate the virtues into worship for each class.</p>	
<p>8</p>	<p>SIP – overview priorities 2021/22 EH shared the document and group discussion followed.</p> <p>EH highlighted some of the priorities for this term and next term:</p> <ul style="list-style-type: none"> • Foundation children have made fantastic progress using Read Write Inc. • School has been accepted onto maths pilot 'Power Maths'. <p><i>Q (MR): Is there a teacher taking the lead on this pilot?</i> <i>A (EH): I am the maths co-ordinator but another member of staff may also take on a co-ordinating role so there will be 2 of us. The maths lead next year is tbc.</i></p>	

	<ul style="list-style-type: none"> • Devon is running a Babcock well-being pilot and there will be a massive whole school training for it. • Focus on high quality teaching and learning - we are using Rosenshine principles of Instruction (see Teaching and Learning policy) 	
9	<p>School business planning template EH shared the document and group discussion followed.</p> <p>EH explained that the document has been written for CAST and as an overview, is useful for governors to see. EH highlighted:</p> <ul style="list-style-type: none"> • Budget for this year was £328,808 and next year the budget will be £431,787 (an increase of £ nearly £102,978). • New EHCP's should be awarded for September and EHCPs will be at 7% (higher than national average of 3.3%). • Increasing TA hours for more staff cover of PPA, leadership time and co-ordinator time. <p><i>Q (LU): Have reception children due to join school in September all been accepted?</i> <i>A (EH): Yes, all the children who had St John's as their first choice are coming. Transition will be arranged for after half-term depending on the restrictions that are in place.</i></p> <ul style="list-style-type: none"> • Aiming to triple spend on Educational Psychologist time in order to get more children assessed, particularly before secondary school. • Bought Babcock primary consultant time and EYFS support consultant time. • New chrome books were bought in last year and 10 have been donated which will be used by Class 3. • CAST have bought Accelerated Reader for September. <p><i>Q (KM): Will you be continuing with online safety?</i> <i>A (EH): Yes, we do that all the time. It is visited at least half termly and following any concerns/incidents. Staff have completed a training module in this.</i></p>	
10	<p>Governor training LU has completed online training 'Ofsted preparation' and will share notes at the next meeting.</p>	LU
11	<p>Governor visits Visits planned for after half-term:</p> <ul style="list-style-type: none"> • RE: 23/06/2021 at 10am (KM / LU / EH) • Safeguarding: 30/06/2021 at 1:30pm (LU / EH) • PP and SEND: 14/07/2021 at 1:30pm (LU / EH) 	
12	<p>Health and Safety Health and Safety audit due next year, EH will book in a visit with AS.</p>	EH
13	<p>Governor monitoring Catholic life is continuing and the group would like to see the impact of the CAFOD training and update on the areas from the last RE inspection.</p>	

Meeting closed: 3pm.

Next meeting: Monday 19/07/2021, 1:30pm (Zoom).