

St John the Baptist Roman Catholic Primary School, Dartmouth
Local Governing Body
Meeting Tuesday 27th September 2022
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	AR	Foundation	
Mike Robinson	MR	Foundation	

In attendance	Initials	Role
Nicola Ashton	NA	Clerk

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

Agenda Item	Topic	Lead by / Action
1 1.1	Chairs Business Strict time limit to this meeting held via Zoom. Please rejoin using the same link if time expires. Opening prayer EH lead prayer.	
2	Matters arising from previous minutes No matters arising, minutes approved (AR/MR).	
3	Election of Chair LU- voted in as Chair Discussion around possible Foundation Governors where there are vacancies. EH MR do you know of any foundation governors who might be interested?	

	<p>MR Possibility of Foundation Governors at Kingsbridge</p> <p>EH there is a new priest that is hopefully coming in, so hopefully a way forward we can discuss this when we meet him.</p> <p>KM voted in as vice chair</p> <p>EH MR specialised area of buildings and Health and Safety AS nominated as Curriculum and Standards Governor</p> <p>KM As Foundation Governor to continue in area of RE and Catholic Life.</p> <p>KM I'm also down for the lead for Children in care and Safeguarding.</p> <p>EH We will look into training opportunities for this. KM can do training on SSS suite for Governors and Safeguarding and look into when CIC briefings. KM can sign up for one of these on the Devon Virtual schools website.</p>	
<p>4</p>	<p>Annual Return</p> <p>All returns can now be found on Governor hub and all annual returns can be completed on Governor Hub</p> <p>NA will come in and copy the agenda items into the new folder</p>	

5	<p>Confidentiality Reminder</p> <p>EH just a reminder for the governors that if we discuss anything of a confidential nature it normally goes to part two as separate minutes and this will be locked away separately. Discussion of need for confidentiality.</p>	
6	<p>Declarations of interests</p> <p>EH Does anyone have any declarations of interest to bring to the meeting</p> <p>LU/KM/MR/AR Not at this time</p>	
7	<p>Previous meeting minutes</p> <p>EH Is everyone happy with the previous meeting minutes from last term , if so who can approve them (AR/MR)</p> <p>LU Can the minutes be put on the governor hub once they have been approved? .</p> <p>EH Yes once they are approved Helen will put them on the website</p>	
8	<p>Headteacher update</p> <p>EH Updated SEF has been written with the support of the SIO. Main areas of School Improvement</p> <p>1) teaching and Learning which you are always trying to improve, we are doing things called DDI's which are developmental drop in's were we going into the classes and at the moment we are looking at questioning and getting the teachers to ask the most effective questions, so we have done some inset on questions and questions that really make children think overall making sure teaching and learning are better across the school curriculum and improving teaching and learning.</p> <p>2)Oracy project which is a year long training which myself and Louise Mcclounan will be participating in and Louise will be the Oracy lead, research has shown that our pupil premium children are disadvantaged as our free school meal children this has shown that they is a big deficit with their speech and language skills so reading for example is seen as one of those skills that</p>	

	<p>increases vocabulary most, as you will be exposing books as vocabulary what you wont get in normal everyday conversations so those children that go home and read a lot and access a lot of books will gain a richer vocabulary so we are maximising the teaching in vocabulary in all our lessons</p> <p>3) Curriculum how the curriculum looks in a mixed age class having substantive and disciplinary knowledge(explanation around what we mean by this).</p> <p>4) Improving Attendance looking at strategies to improve attendance multi agency work as we have a few children with very poor attendance these are usually are Send needs and this often brings down the overall attendance especially in a small school. Liz is on Senior Mental Health Lead training which should impact positively on this.</p> <p>5) Reading and Writing at KS1. Discussion around improving reading and writing outcomes.</p> <p>LU – How is what children read monitored at KS2? We are buying into Accelerated Reader Programme which should help with this. Children will sit quizzes and get a reading level. They will then access books to read at this level.</p> <p>KM – What is being done to improve writing at KS1? We have gone back to using the Talk for writing approach which staff are confident with as they have had lots of training on this in the past. Read, write, Inc programme which has helped improve their decoding but this has meant that less time has been spent writing. We are ensuring that there is more time in the curriculum for writing.</p> <p>What impact are we having as a Governing Body? Very strong outcomes with Health and Safety Audit (Governor visits helped with this). Audit report will be shared at next meeting.</p>	
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Meeting closed: 2:10pm.

Next meeting: 29th November 2022 at 1.30pm