



**OPEN MINUTES OF THE MEETING OF THE GOVERNING BODY
OF ST SCHOLASTICA'S CATHOLIC PRIMARY SCHOOL HELD ON
WEDNESDAY 3 JULY 2024 at 6.15pm**

Members:

Name	Initials	Role / category of governor / link	Term of Office	Attendance / Apologies
Royer Vidal	The Chair	Foundation / Chair of Governors / Assessment and Data Link	01/09/2023 – 31/08/2027	Present
Sandra Brierley	SB	Headteacher	Ex officio	Present
Nick Blackham	NB	Staff	28/03/2020 - 27/03/2024	Present
Christina Boey	CB	Foundation / SEND Link	01/06/2021 – 31/08/2024	Apologies
Althea Marshall	AM	Foundation	01/05/21 - 31/08/24	Absent
Audrey Ngouadje	AN	Foundation / Health & Safety Link	01/02/2022 – 31/08/2025	Absent
Davina Attara	DA	Local Authority / Attendance Link	09/03/2022 – 08/03/2026	Apologies
Elaine Radburn	ER	Foundation / Safeguarding Link	01/09/2023 – 31/08/2027	Absent
Marsha Mollineau	MM	Parent	16/11/22 – 15/11/26	Absent
Roseline Fadini	RF	Foundation		Apologies
Fr Stewart Hasker	SH	Foundation		Absent
Natasha Vock-Betton	NVB	Associate Governor / Potential Foundation Governor / Potential Curriculum Link	27/09/23 - 26/09/27	Present
Nicola Charles	NC	Parent / Parental Engagement Link		Absent

Chandrika Sashidharan	CS	Associate Governor and School Business Manager (SBM)		Apologies
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Also in Attendance:

Jane Ware (JW) - Clerk

OPEN ACTIONS LOG

Item	Action	Responsible	Status and/or Date by
3.3	SBM to arrange a link governor visit with ER to review the single central record. Update: Natasha to complete this action in the next two weeks.	SBM	Pending
5.3	All Governors to complete safeguarding training. Update: SB shared information on 29 November 2023 [JW to update with correct year on previous minutes] regarding safeguarding training and this needs to be completed. If it has been completed elsewhere it needs to be reflected by governors updating their profiles on Governorhub.	All	Completed
5.3	Code of conduct and skills audit to be updated in September. Update: Clerk to share skills audit with governors to complete and return for collation on the dashboard. Update: RV to review the skills audit dashboard and report back. Update: To be addressed in autumn FGB.	All	Partly completed
8	Head to discuss church nursery with Father Stewart. Update: SB to meet with the nursery. Update: This was delegated to RV.	SB	Pending
18/10/23, 3.5.2	SB and CS to send the governors' code of conduct of the school's and of the Diocese to be read and signed by governors and uploaded to Governorhub.	SB and CS	Pending
24/04/24, 8.9	DA will attempt to make contact with potential sponsors for the school.	DA	Pending
24/04/24, 8.10	CS to be asked why does expenditure for staff fluctuate - specifically E01, E03 and E05?	SB & CS	Pending
24/04/24, 15.3	The 26-27 admissions information will be scheduled for the September 2024 Full Governing Body meeting.	SB & Clerk	Pending
03/07/24, 3.2.3	NB to chase renewal of AM's term.	NB	
03/07/24, 5.4	St Scholastica's login details to be shared with NVB.	SB	
03/07/24, 5.5	Minutes of 24 April 2024 to be agreed at the next meeting.	All governors	
03/07/24, 8.2	Review School Business Manager's report on Governorhub.	All governors	
03/07/24, 9.2	Review SIP report on Governorhub.	All governors	
03/07/24, 11.2	RV to meet with NB regarding the SDP in October 2024.		
03/07/24, 12.3	Share parent survey results.	SB	
03/07/24, 12.4	Circulate attendance matters report.	SB	
03/07/24, 16.1	Policies to be deferred until the autumn meeting.	All governors	
03/07/24, 18.2	JW to put the 24-25 dates in the diary and send invites to governors for all of them.	JW	

CONFIDENTIAL ACTIONS LOG

Item	Action	Responsible	Status
6.3	Add to 26 that all governors are required to divulge pecuniary risks if they have any.	CS	Pending
7.27	Call Jane Heffernan and arrange a meeting with her, and the Chair to attend - <i>deferred until autumn term.</i>	RV	Pending
7.28	Discuss with business managers and headteachers of local academising Catholic schools - <i>deferred until autumn term.</i>	SB and CS	Pending
7.29	Review and compare models of agreement and schemes of delegations from DfE, local authority and ELCAT - <i>deferred until autumn term..</i>	SB and the Chair	Pending
7.30	All action results to be fed back to the working group at a meeting in the summer term - <i>deferred until autumn term.</i>	The Chair	Pending

The meeting started at 18:30

Part 1: Non-confidential

1.	Welcome, Opening Prayer and Apologies
1.1	All governors were welcomed to the meeting.
1.2	The meeting was opened with a prayer.
2.	Receive and consider apologies from Governors not in attendance
2.1	Apologies were received and accepted and those not received were marked as absent.
3.	Governing Body organisation
3.1	<u>Declaration of interests</u>
3.1.1	No declarations were raised.
3.2	<u>Governing Body composition – Committee organisation, terms of office, vacancies</u>
3.2.1	Terms of Office are ending for AM on 31 August 2024.
3.2.3	Action: NB to chase renewal of AM's term.
3.2.4	Vacancies will be addressed in the autumn Full Governing Body meeting.
3.3	<u>Governance updates</u>
3.3.1	Governors were referred to the updates/recommended reading on page 5.
3.4	<u>Succession Planning</u>
3.4.1	Succession planning for Chair and Vice Chair was discussed.
3.5	Governors noted the following: <ul style="list-style-type: none">• Governors Training Programme for 2023/24• Governors are also invited to subscribe to bi monthly Governors Forum by contacting maggie.kalnins@hackney.gov.uk, (see slide deck and video from 22/03/24, previous updates and videos)
4.	Declarations of interest in items on the agenda
4.1	No declarations of interest were made.
5.	Minutes of the Last Meeting
5.1	Minutes of the Previous Meeting held on 24 April 2024
5.1.1	Governors considered the open and confidential minutes within the agenda pack and agreed to approve them at the next meeting.
5.2	<u>Matters Arising</u>
5.2.1	No matters arising were raised.
5.3	<u>Action log</u>
5.3.1	See the action log for updates.
5.4	Action: St Scholastica's login details to be shared with NVB - SB.
5.5	Action: Minutes of 24 April 2024 to be agreed at the next meeting - All governors.
6.	Review agenda and agree any confidential items
6.1	There were no confidential items raised for later discussion.
7.	Urgent action taken since the last meeting
7.1	The Chair reported that there was no urgent action undertaken.
8.	School Business Manager's report - SB
8.1	In the absence of CS, governors were advised to review the report on Governorhub.
8.2	Action: Review School Business Manager's report on Governorhub - All governors.
9.	School Improvement Partner (SIP) Report - SB
9.1	Governors were advised to review the report on Governorhub.

9.2	Action: Review SIP report on Governorhub - All governors.
10. 10.1	Financial Management: Agree to proposed budget and staffing structure for new financial year Deferred until September.
11. 11.1	Priorities <ul style="list-style-type: none"> • Skills Audit <ul style="list-style-type: none"> ◦ To be reviewed by RV in September. • Setting the strategy/School Development Plan <ul style="list-style-type: none"> ◦ Deferred. Short, medium and long term priorities are currently being reviewed in terms of their success and continuation for next year. • Scrutinising assessment arrangements <ul style="list-style-type: none"> ◦ There was a monitoring visit for KS2 SATs on 13 May 2024 which went really well, there were a couple of minor points for development. ◦ The school was selected for Y writing moderation and the moderation visit took place on 12th June 2024. Two moderators were present and agreed with all judgements. ◦ The Teaching and Learning Committee reviewed the papers at the last meeting.
11.2	Action: RV to meet with NB regarding the SDP in October 2024.
12. 12.1	Attendance Highlights were: <ul style="list-style-type: none"> • The school average attendance is currently 94.2%, the national target is 95%, which is higher than previous years. • It is the same key groups that have issues with attendance, 77% persistent absence are travellers. • 23% are non travellers, of which all children had valid reasons for absence e.g. chickenpox or hospital illness. • Traveller attendance has improved in previous years. • There is very high unauthorised absence because the stance is only to authorise certain absences. • Overall the picture is positive. • SB met with the attendance officer and it was agreed that the travellers' attendance is cultural so it is about making school more appealing to them and working with the parenting engagement officer to encourage them. • Parent survey was really positive.
12.2	QUESTION: How many children are catholic? ANSWER: 65% baptised catholic.
12.3	Action: Share parent survey results - SB.
12.4	Action: Circulate attendance matters report - SB.
13.	Committee Updates <ul style="list-style-type: none"> • Teaching and Learning - 12 June 2024 • Resources - 12 June 2024
13.1	Governors were referred to the Committee minutes on Governorhub.
14. 14.1	Soft Partnership Update Highlights were: <ul style="list-style-type: none"> • The Head of School at St Dominic's was appointed and a Head of School will be appointed at St Scholastica's on Thursday 11 July. • SB has met with staff today and it was really positive.
15. 15.1	2 Year Old Provision Business Case Highlights were: <ul style="list-style-type: none"> • The survey will be circulated before the end of term. • A date in January 2025 is being considered.

	<ul style="list-style-type: none"> A second nursery officer has been appointed following the resignation of the nursery teacher which is a cost saving, she has QTS but wants to work as a nursery officer.
16.	Policies <ul style="list-style-type: none"> Health and Safety Pay Policy
16.1	<i>Action: Policies to be deferred until the autumn meeting.</i>
17.	Clerking for following academic year
17.1	Governors AGREED to stay with Hackney Education for clerking.
18.	Work Plan for next academic year and meeting dates 2024-25 (on Wednesdays)
18.1	<p>Dates are as follows:</p> <p><u>Autumn Term 2024</u></p> <p>Full GB 25/09/2024</p> <p>Resources/T&L 23/10/2024</p> <p><u>Spring Term 2025</u></p> <p>Full GB 29/01/2025</p> <p>26/03/2025</p> <p><u>Summer Term 2025</u></p> <p>Full GB 03/04/2025 To ratify budget</p> <p>Full GB 09/07/2025</p> <p>Resources/T&L 18/06/2025</p>
18.2	<i>Action: JW to put the 24-25 dates in the diary and send invites to governors for all of them.</i>
19.	Any other business
19.1	There was no other business raised.

Prayers.

The meeting closed at 19:30.

Signed by **Royer Vidal**, Chair of Full Governing Body

Date

<p>1. Promoting Equalities: with focus on Equity, Diversity & Inclusion</p>	<ul style="list-style-type: none"> ● Youtube Video: Beverly Daniel Tatum: Why Are All of the Black Kids Sitting Together in the Cafeteria? ● Loic Menzies and James Lauder joined our director Tom Richmond on #insideyoured to discuss Loic's new report on how teachers and policymakers should deliver 'fairness' and 'equity' in schools. ● How can we map the way to educational equity? ● Racial disparity in exclusions: what can data tell us? ● Government Must Support Schools To Take The Battle Against Child Poverty Inside The School Gates, New Child Of The North/centre For Young Lives Report Urge
<p>2. Enabling achievement</p>	<ul style="list-style-type: none"> ● Child Of The North/Centre For Young Lives Report Calls For Schools To Be At The Centre Of A 'Fresh Start For Sure Start' ● Unpacking learning behaviours: The importance of parental partnerships and relationships ● Transforming early childhood: narrowing the gap between children from lower- and higher-income families ● Towards an oracy entitlement for every child ● Landmark report explores how to give more young people access to high-quality enrichment opportunities
<p>3. Assuring provision for Pupils with SEND</p>	<ul style="list-style-type: none"> ● New Analysis Reveals Autism Assessment And Support Crisis With Tens Of Thousands Of Children Waiting Months And Years For Help After Demand Rockets By Over 300% Since Covid ● Unregistered AP clampdown: Everything you need to know ● Inclusive Accountability - The Elephant In The Room And How We Can Make It Leave
<p>4. Sustainable school systems</p>	<ul style="list-style-type: none"> ● School Leaders Survey Findings - focused on Policy Landscape, Priorities and Complaints - Browne Jacobson ● Parental complaints: DfE told urgent change needed to help schools ● Schools could be forced to close amid drop in pupils - think tank ● One million voices: The Big Ambition calls for children's solutions to be at the heart of election manifestos ● Trusts could do 'a lot more' on teacher retention ● Ofsted Big Listen ● Advocating for Change to School Admissions ● What else? What next? What if? Rethinking Leadership
<p>5. Safeguarding, wellbeing and pastoral provision</p>	<ul style="list-style-type: none"> ● The mental health crisis crushing teachers – and what it means for schools ● Protection of children online, research