



**CORPUS CHRISTI CATHOLIC VA PRIMARY SCHOOL  
THE GOVERNING BODY**

**Chairman: Anna Murphy-Sullivan**

Minutes of School FGB Meeting (Part 1)  
Monday 9th September 2019 – 6.30pm

**Present:**

Anna Murphy-Sullivan, Chair of Governors	AMS	Foundation Governor
Neville Conn, Vice-Chair of Governors	NC	Foundation Governor
Declan Goodwin, Executive Headteacher	DG	
Monika Piotrowski	MP	Foundation Governor
Jo Hooper	JH	Foundation Governor
Jenna Lucas	JL	Staff Governor
Ade Bamgboye	AB	Parent Governor
Rachael Cox	RC	Parent Governor
Hayley Upton	HU	LA Governor

**In attendance:**

Elizabeth Fleming, Governance Clerk	EF
Simon Lennon, Head of School	SL

Item		Action
<b>1.0</b>	<b>Welcome &amp; prayers.</b> SL led the prayers.	
<b>2.0</b>	<b>Apologies</b>	
	None	
<b>3.0</b>	<b>Pecuniary Interests</b>	
	No updates to the existing record are required.	
<b>4.0</b>	<b>Minutes of Previous Meeting (15th July 2019)</b>	
	Prior to the meeting, governors received a copy of the minutes. The minutes were agreed as an accurate record of the meeting and these were signed by AMS.	
<b>5.0</b>	<b>Matters Arising</b>	
<b>5.1</b>	Meeting dates - there was an outstanding action relating to meeting dates for governor meetings for the 2019/20 academic year. Governors agreed the first meeting date for F&R, SIPS and FGB. Subsequent dates for each committee to	

	<p>be discussed at the next committee meeting. The following are the next agreed meeting dates.</p> <p>F&amp;R - 23rd Sept, SIPS - 7th Oct FGB - 9th Dec</p>	
<b>6.0</b>	<b>Election of Chair and vice Chair</b>	
<b>6.1</b>	<p><u>Election of Chair</u></p> <p>Prior to the meeting, EF invited nominations for the role of Chair of the Governing Body of Corpus Christi School. Six nominations for AMS were received. At the meeting, EF invited any further nominations for the role of Chair. None were received. AMS indicated that she would be happy to stand for another year. All governors raised their hands in favour of nominating and re-electing AMS as Chair.</p> <p>DECISION: AMS was re-elected as Chair.</p>	
<b>6.2</b>	<p><u>Election of Vice-Chair</u></p> <p>Prior to the meeting, EF invited nominations for the role of Vice-Chair of the Governing Body of Corpus Christi School. Six nominations for NC were received. At the meeting, EF invited any further nominations for the role of Vice-Chair. None were received. NC indicated that he would be happy to stand for another year. All governors raised their hands in favour of nominating and re-electing NC as Vice-Chair.</p> <p>DECISION: NC was re-elected as Vice-Chair.</p>	
<b>7.0</b>	<b>Sub Committees</b>	
<b>7.1</b>	<p>Prior to the election process for Chairs of the committees, NC proposed that the governing body should consider electing vice-chairs for each committee given that the governing body had more governors. Governors agreed that this was a good suggestion.</p> <p><u>SIPS Committee - Election of Chair and Vice-Chair</u></p> <p>Prior to the meeting, EF invited nominations for the role of Chair of the SIPS committee of Corpus Christi School. Six nominations for JH were received. At the meeting, EF invited any further nominations for the role of Chair. None were received. JH indicated that she would be happy to stand for another year. All governors raised their hands in favour of nominating and re-electing JH as Chair.</p> <p>DECISION: JH was re-elected as Chair of the SIPS committee.</p> <p>At the meeting, RC volunteered to be Vice-Chair of the SIPS committee. All governors raised their hands in favour of nominating RC as Vice-Chair.</p> <p>DECISION: RC was elected as Vice-Chair of the SIPS committee.</p> <p><u>F&amp;R Committee - Election of Chair and Vice-Chair</u></p>	

<p><b>7.2</b></p> <p><b>7.3</b></p>	<p>Prior to the meeting, EF invited nominations for the role of Chair of the F&amp;R committee of Corpus Christi School. Six nominations for NC were received. At the meeting, EF invited any further nominations for the role of Chair. None were received. NC indicated that he would be happy to stand for another year. All governors raised their hands in favour of nominating and re-electing NC as Chair.</p> <p>DECISION: NC was re-elected as Chair of the F&amp;R committee.</p> <p>At the meeting, AB volunteered to be Vice-Chair of the F&amp;R committee. All governors raised their hands in favour of nominating AB as Vice-Chair.</p> <p>DECISION: AB was elected as Vice-Chair of the F&amp;R committee.</p> <p><u>Sub Committee Membership</u></p> <p>The following was agreed in terms of sub committee membership:</p> <p>F&amp;R - Hayley, Monika, Ade, Neville SIPS - Jo, Jenna, Rachael, Hayley</p> <p>GOV. Q (HU) - asked if there was an admissions committee. AMS - there is no formal committee due to a shortage of governors on the governing body. NC has managed this process to date - there are two main meetings a year. HU volunteered to help with admissions going forward.</p> <p>GOV. Q (AMS) - is there a date yet for the admissions meeting? DG - not yet.</p> <p>Governors agreed to review admissions criteria at the next SIPS meeting.</p> <p>The Pay Review and Performance Panel was discussed. Historically this has been managed by Chair and Vice-Chair with contribution from JH due to a shortage of governors. JH expressed an interest in continuing to contribute to this panel. AB also volunteered to contribute to this panel.</p>	
<p><b>8.0</b></p>	<p><b>Terms of Reference</b></p>	
	<p><u>F&amp;R/SIP/FGB</u></p> <p>A number of amendments were made to the TOR for each committee. These were mainly changes to job titles and formatting. NC asked EF to check one change with SS (SBM) - point 1 of the financial scheme of delegation (TOR FGB and Instrument of Gov)</p>	<p><b>EF</b></p>
<p><b>9.0</b></p>	<p><b>Head of School Update</b></p>	
	<p>SL gave governors an update on school activities since the last FGB meeting.</p> <p><u>Leavers Mass and School Play:</u></p> <p>The school play and the music was of excellent quality. Next year Patrick will have even more involvement in the production.</p> <p>The Mass was well attended and a beautiful way to say goodbye to the children. Timing of the Mass is being reviewed to avoid clashes with other events (possibly on the penultimate afternoon).</p>	

	<p><b><u>School Choir:</u></b> The school choir will make their first appearance at the Sunday parish mass on Sunday 29th September at 9:30am. This is part of the vision for the school which involves having a presence in the parish and will occur once a term with the intention of increasing it to once every half term.</p> <p><b><u>New Staff:</u></b> 3 new Teaching Assistants (Edwardo Salgado, Ewelina Krassowska and Theresa Burden) 1 School Direct Trainee (Anne-Marie Walker) 1 NQT (Ketrina Davis) Cleaner (Elisabeta Jardim de Casto)</p> <p><b><u>Parent Questionnaire</u></b> This will be distributed in October during the parent consultations (to ensure high return rate) with the new Ofsted questions. Parent Information Sessions have been organised for 17th - 19th September at (2.40pm) to provide an overview of the learning, homework and timetables for various events for each particular year group. Sessions will take place in one of the classes belonging to the year group - the children will gather in the other class.</p> <p><b><u>2019 KS2 Results in Bournemouth</u></b> 2019 school and local comparison KS2 results has been published. SL handed out a hard copy detailing a comparison with Corpus Christi school and local schools. Corpus Christi's results were significantly above national and local.</p> <p><b><u>Mobile Phones:</u></b> A letter was sent to parents in July outlining that smartphones are not permitted in school. A reminder to the children in Y4-6 took place in the first week in September. A letter is available in the office if a child needs a mobile phone walking home (not a smartphone). Boxes that can be locked are in each class and mobile phones (that are not smartphones) that are switched off and labelled can be locked away safely. A database has been created in the office and is shared with staff stating which children will have a basic mobile phone. Four parent responses to date (3 agreeing with the policy and 1 parent querying a tracking device she uses).</p> <p><b><u>Inset/Curriculum Day</u></b> During the Inset day we welcomed Sr Margaret. She spoke of her personal experiences of people who knew Oscar Romero and told the story of his fight for the voiceless in San Salvador. She also shared the history of The Handmaids of the Sacred Heart of Jesus. These saints are the whole school starting points of our school improvement plan (See-Judge-Act) and mission (Romeo Award). The children will gradually learn about other important people who provide witness for our faith.</p> <p>The subject leaders have been developing the topics to be taught, the progression of skills and focusing on local resources to support our aims.</p>	
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	<p>The whole staff attended the parish mass during which Fr Adrain welcome and blessed the staff for the new academic year.</p> <p>The second INSET day focused on key policies and school processes.</p> <p><b><u>Sandwell Update</u></b></p> <p>On the 11th of September there will be a final review and the reward will be received. Corpus Christi school will be the first school to receive this award.</p> <p>The school has been asked to showcase the process and wellbeing approaches to other Bournemouth schools. The BCP communication team are very interested in the school being exposed to local media (Bournemouth Echo and council channels). KMF has responded that the school would be very interested in this exposure.</p> <p><b><u>Building Work</u></b></p> <p>After the resurfacing of the Year 2/3 playground in May the adventure trail has been installed, providing an updated, safer and greener outdoor environment. The children's opinion played a major influence on the choice of equipment installed.</p> <p>Further storage room has been added next to the new PTA cupboard, this is for PE equipment for the hall. A new purpose built external home has been built for the Guinea Pigs.</p> <p>After years of raising awareness and engaging with the LA and parents, work has begun to improve safety and pollution levels on St James' Square. Additional bollards, reconfiguration of the road and a zebra crossing will reduce the number of cars parking in the square and provide safer routes on paths for all our community. These works represent a positive outcome for our concerned parents and especially The Travel Plan and Steering Group, who have been active in raising concerns and gathering information about the best way forward. This will be shared with parents in the next newsletter.</p>	
<b>10.0</b>	<b>Governor contact Details</b>	
	The last updated governor contact list is from 2016. Governors agreed to send their address and phone number to EF.	<b>All governors</b>
<b>11.0</b>	Date of next meeting – 9th December 2019	
<b>12.0</b>	Meeting close - 19:52	

## **SUMMARY OF ACTIONS**

**Elizabeth Fleming**

- EF to check one change in the TOR FGB and Instrument of Gov document with SS (SBM) - point 1 of the financial scheme of delegation.

**All governors**

- All governors to send EF their address and phone number so that the governor contact details register can be updated.

**Approved**

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**Date**

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