



**CORPUS CHRISTI CATHOLIC VA PRIMARY SCHOOL  
THE GOVERNING BODY  
Chairman: Anna Murphy-Sullivan**

Minutes of School SIPS Committee Meeting  
Monday 18<sup>th</sup> May 2020 – 6.30pm

**This meeting was held Virtually due to Covid-19 Social Restrictions**

**Present:**

Jo Hooper, Chair of SIPS Committee	JH	Foundation Governor
Anna Murphy-Sullivan, Chair of Governors	AMS	Foundation Governor
Neville Conn	NC	Foundation Governor
Simon Lennon, Acting Headteacher	SL	
Jenna Lucas	JL	Staff Governor
Hayley Upton	HU	LA Governor
Rachael Cox	RC	Parent Governor

**In attendance:**

Eithne Boyce, Acting Deputy Head	EB
Sonia Lomax, Clerk	Clerk

Item		Action
<b>1.0</b>	<b>Welcome &amp; prayers.</b> EB led the prayers.	
<b>2.0</b>	<b>Apologies</b> No apologies received	
<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 (3<sup>rd</sup> February 2020) &amp; Matters Arising</b>	
	Prior to the meeting, governors received a copy of the minutes. The minutes were agreed as an accurate record of the meeting and will be signed by JH when restrictions are lifted.  Governors agreed to review the link visit report forms at the September meeting	<b>Clerk</b>

	<p>SL reported that the external safeguarding audit was still to be completed – SL to contact Sue Wickings at BCP to request the report by the end of this term, so that it can inform next term’s internal safeguarding audit.</p> <p>Governors discussed parental questionnaires – these had been superseded by the questionnaire for the RE inspection. Governors asked for feedback on the RE inspection responses. EB thought this was confidential, but would try &amp; provide feedback by key stage at the next meeting.</p>	<p><b>SL</b></p> <p><b>EB</b></p>
<b>5.0</b>	<p><b>Chair’s items &amp; correspondence</b></p> <p>None</p>	
<b>6.0</b>	<p><b>School Improvement Plan 2020/21</b></p> <p>SL presented the draft 2020/21 SIP. This has 3 strands &amp; SL talked through each in turn:</p> <p><u>Embed Catholic Approach to the Curriculum</u></p> <p>SL talked through Catholic Character Education throughout the curriculum. Will be applying for the ACE kitemark in catholic character education, which has 4 areas for assessment. No other school in the area has this. Hoping to get an expert from the Jubilee Centre to visit for this – Governors will be welcome to attend.</p> <p><i>GOV. Q (JH) – what are the timescales for this? Will need to gather evidence &amp; follow advice – hope to make good progress through next year.</i></p> <p><i>GOV. Q (NC) – Are we trying to link the cardinal &amp; theological virtues to our virtues? Yes – they are already there but under different names.</i></p> <p>SL also reported that the school is very close to applying for the level 3 Oscar Romero Award.</p> <p><u>Reading, Phonics &amp; Talk4Writing</u></p> <p>JL talked through how this will work as the children move through the school &amp; the staff training needed for this. Will focus on children being competent readers &amp; able to use phonics knowledge in their writing.</p> <p><u>The Arts, Language &amp; Culture Curriculum</u></p> <p>SL updated Governors on the plan to introduce the Spanish language &amp; culture to replace French for Years 3, 4 &amp; 5. Year 6 will continue with French. Will also incorporate Spanish art &amp; music.</p> <p>Computing skills will be covered through the Arts curriculum.</p> <p>Have recruited a new Arts teacher who will work with the Music teacher on the Artsmark Award.</p>	
<b>7.0</b>	<b>Headteacher Report</b>	
<b>7.1</b>	<p><u>RE &amp; Catholic life update</u></p> <p>EB shared her update report on RE during lockdown:</p> <ul style="list-style-type: none"> <li>• Daily collective worships, both online &amp; in school</li> <li>• Sisters Youtube channel</li> </ul>	

	<ul style="list-style-type: none"> <li>• Weekly lessons on Google classroom</li> <li>• All lessons had an RE focus during Holy Week</li> </ul>	
7.2	<p><u>Admissions</u></p> <p>SL talked through the expected 2020/21 admissions. The school will be full &amp; there are no appeals to date.</p> <p>SL reported on the current number on roll.</p> <p><i>GOV. Q. (NC) – Is the budget increased due to the additional children on roll? Not at this stage - this is only assessed in October, so could increase next year's budget.</i></p>	
7.3	<p><u>Safeguarding / Attendance during Covid-19</u></p> <p>SL talked through the work being done with vulnerable children during this period, both in &amp; out of school.</p> <p>SL then reported that the number of children attending school is now increasing as more parents return to work.</p> <p>SL talked through the plans from 1<sup>st</sup> June – currently expecting 137 children in Years R, 1 &amp; 6 to return, along with 24 priority children in other year groups. With a maximum of 15 children per class this will need 12 teachers &amp; T/A's. Currently have 11 teachers able to attend, so will ask 1 of the September NQT starters to start early. Cover will be provided by HLTA's. Since staffing is so tight, will need to be strict that the priority group is for Covid-19 workers only.</p> <p>Governors expressed surprise at the high number of children returning, particularly in Year 1 – SL felt that it may be that parents are reserving places &amp; hedging their bets.</p> <p>Governors asked how staff felt through all of this – SL reported that there have been 2 meetings &amp; staff are very positive.</p>	
7.4	<p><u>Google classrooms during Covid-19</u></p> <p>JL talked through the children's engagement with Google classrooms &amp; paper packs by year group, ranging from 75% engagement in EYFS to 91% in Year 6. Now contacting each child that has not engaged.</p> <p><i>GOV. Q. (HU) – Why are some children receiving paper packs? Usually this is due to lack of IT, or that the IT available is prioritised for another child in the family. Governors discussed whether the school could lend out IT equipment – agreed that this is not currently feasible as the kit is very fragile &amp; is being used by the children working in school.</i></p> <p><i>GOV. Q. (AMS) – Have there been any issues with the work set? JL confirmed that this has been a steep learning curve for teachers, particularly with the format of the work (i.e. PDF's cannot be edited)</i></p> <p><b>RC left the meeting due to personal reasons.</b></p>	

<b>7.5</b>	<u>School Updates</u> SL ran through the new appointments & resignations for September & the CPD that had been taking place during this lockdown period.	
<b>8.0</b>	<b>Policy Review</b>	
<b>8.1</b>	<u>Curriculum Policy</u> Governors agreed to review this policy in September.	<b>SL</b>
<b>8.2</b>	<u>RSHE Policy</u> Governors reviewed this policy together and discussed comments and suggestions.  <i>GOV. Q. (NC) – Will teachers be expected to complete the CES online training as detailed in the CASO email dated 7<sup>th</sup> May? SL to check.</i>  DECISION - governors agreed to ratify the policy.	
<b>8.3</b>	<u>Equality Policy</u> Governors reviewed this policy together and discussed the changes suggested. Governors suggested some additional changes – EB to draft these & agree them with NC.  DECISION - governors agreed to ratify the policy once the additions had been made.	
<b>8.4</b>	<u>Anti-bullying Policy</u> Governors reviewed this policy together and discussed comments and suggestions.  DECISION - governors agreed to ratify the policy.	
<b>9.0</b>	<b>A.O.B</b>	
	SL reported that 2 policies required urgent additions specifically to deal with Covid-19:	
<b>9.1</b>	<u>Behaviour Policy</u> Governors reviewed the additions to this policy.  DECISION - governors agreed to ratify the policy.	
<b>9.2</b>	<u>Medical conditions Policy</u> Governors reviewed the additions to this policy.  DECISION - governors agreed to ratify the policy.  Governors asked how parents will be informed of these changes – SL will include this when he writes to them.	
<b>10.0</b>	Date of next meeting – 29 <sup>th</sup> June 2020	
<b>13.0</b>	20:40 Meeting close	

## **SUMMARY OF ACTIONS**

### **Simon Lennon (SL)**

- SL to follow up with Sue Wickings regarding the external safeguarding audit of the school.
- SL to review CES RSE online training.

### **Eithne Boyce (EB)**

- EB to provide feedback on the RE questionnaires to next meeting
- EB to agree amendments to the Equality Policy with NC

**Approved**

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**Date**

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