



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

Minutes of School Full Governing Body Meeting
Monday 6th September 2021 - 6.30pm

Present:

Anna Murphy-Sullivan	AMS	Foundation Governor
Neville Conn	NC	Foundation Governor
Jo Hooper	JH	Foundation Governor
Father Adrian Howell	FAH	Foundation Governor
Simon Lennon	SL	Headteacher
Ade Bamboye	AB	Parent Governor
Rachael Cox	RC	Parent Governor
Jenna Lucas	JL	Staff Governor
Hayley Upton	HU	LA Governor
Sister Margaret Scott	SMS	Associate Member

In attendance:

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

Item		Action
	School walk The meeting started with a walk around the school to review the premises work undertaken since the start of the pandemic. Governors particularly noted the work completed on:	

	<ul style="list-style-type: none"> • Refurbished toilets: increased capacity, unisex, improved hygiene standard. • Art room • Playground and landscaping • Green centre essential works and extension - to be a Music Room 	
1.0	Welcome & prayers. EB led the prayers.	
2.0	Apologies None	
3.0	Election of Chairs & Vice-Chairs <ul style="list-style-type: none"> • Chair of FGB - AMS was nominated by JH & seconded by HU. Unanimously elected for 12 months. • Vice Chair of FGB - NC was nominated by AB & seconded by RC. Unanimously elected for 12 months. • Chair of F & R Committee - NC was nominated by AMS & seconded by JH. Unanimously elected for 12 months. AB will act as Vice Chair. • Chair of SIPS Committee - JH was nominated by AMS & seconded by NC. Unanimously elected for 12 months. RC will act as Vice Chair. 	
4.0	Pecuniary Interests No updates to the existing record were required.	
5.0 & 6.0	Minutes of Previous Meeting (12th July 2021) & Matters Arising	
	<p>Prior to the meeting, governors received a copy of the minutes from the previous FGB meeting. The minutes were agreed as an accurate record of the meeting and will be signed by AMS.</p> <p>AMS reported that the NGA has recently updated the Governors skills audit questionnaire and she will send this out to all Governors.</p>	AMS
7.0	Committee membership for 2021/22	
	Committees for this year were agreed as:	
7.1	<u>SIPS</u> JH, RC, SMS, AMS, NC, JL, SL	
7.2	<u>F&R</u> NC, AB, HU, AMS, SL	
7.3	<u>Admissions</u> AMS, NC, HU, AB	

7.4	<u>Pay & Performance</u> AMS, NC, HU	
8.0	Governance and Terms of Reference (TOR) Review	
8.1	Governors considered the draft 2021/22 Instrument of Government. Amendments were discussed & agreed.	Clerk
8.2	2021/22 SIPS TOR - Agreed.	
8.3	2021/22 F&R TOR - Discussed and amended as agreed.	
8.4	Governors Code of Conduct - Clerk to send out for all Governors to sign. DECISION – Governors agreed to Ratify the Terms of Reference.	
9.0	Keeping Children Safe in Education 2021 (KCSiE)	
	EB reported that the statutory guidance has been updated and all Governors are required to read at least Part 1: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1014057/KCSiE_2021_September.pdf	ALL
10.0	Business Interests Register	
	Governors were reminded that they must complete the annual declaration and return it to the Clerk or save in the Papers Pending folder asap. - as this is required to be on the school website. https://docs.google.com/document/d/1cGuPI50h2kfL_X1G8vujRUTC_DeuiFmpMlize_JgJrw/edit#heading=h.gjdgxs	ALL
11.0	Headteachers Report	
11.1	<u>After School Club update</u> SL updated Governors on parents concerns, progress and recruitment issues. SL reported that this is still on track to commence in January.	
11.2	<u>EDI update</u> JL provided feedback to Governors on the Staff and Parent/Carer questionnaires that had been sent out electronically at the end of last year. JL then talked through the resulting actions that will be undertaken.	
11.3	<u>COVID-19 Risk Assessment</u> Governors reviewed the revised Risk Assessment for this term and noted the new Outbreak Management Plan.	

11.4	<u>September INSET</u> SL reported that the areas covered were: <ul style="list-style-type: none"> • EDI questionnaire feedback • All staff invited to attend Mass • Level 2 safeguarding 	
11.5	<u>School summer work</u> SL reported on the premises work completed during the summer.	
11.6	<u>Updates</u> SL reported on other work undertaken and key dates for the term. Governors discussed Parent consultations - SL reported there will be a blended approach this year, with both face to face and virtual appointments available. SL plans to survey parents afterwards for their views on this for the future.	
12.0	Strategic direction, vision and values	
	AMS talked through the progress on the School Vision and reported that the school is currently on target to complete most of this by the end of the academic year. AMS reported that the school is still waiting to hear from the Diocese on possible future academisation.	
13.0	School Development Plan	
	At the last meeting Governors agreed the 3 priorities as: <ul style="list-style-type: none"> • To actively commit to Equality, Diversity and Inclusion throughout our school community and beyond • Ensure high challenge for all pupils through Quality First Teaching • The Arts, Language and Culture Curriculum. 	
14.0	Policies	
	None	
15.0	AOB <u>2023/24 Admissions Policy</u> Committee to meet virtually asap to review this. <u>Next year's meetings</u> Governors were reminded that next year's meetings had been agreed as a blended approach, with sub- committee meetings continuing as virtual meetings for the foreseeable future, with the FGB meetings and admissions panels, HT Performance Appraisal and data being face to face.	AMS, NC, HU,AB
11.0	Date of next meeting – 13th December 2021.	

	Meeting Closed – 19.55.	
--	--------------------------------	--

SUMMARY OF ACTIONS

ALL

- Read at least Part 1 of the KCSiE 2021 document.
- Complete and return or save the annual business interests form.

AMS

- Circulate updated NGA skills audit questionnaire to all Governors.

Clerk

- Circulate Code of Conduct to all Governors for signature.

Admissions committee

- Meet virtually to review the 2023/24 Admissions Policy.

Approved

Date
