



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

Minutes of School SIPS Committee Meeting  
Monday 20th June 2022 – 6.30pm

**This meeting was held Virtually.**

**Present:**

Joanna Hooper, Chair of SIPS Committee	JH	Foundation Governor
Anna Murphy-Sullivan, Chair of Governors	AMS	Foundation Governor
Neville Conn	NC	Foundation Governor
Simon Lennon	SL	Headteacher
Rachael Cox	RC	Parent Governor
Jenna Lucas	JL	Staff Governor
Kevin Ward	KW	Parent Governor
Nicholas Mavengere	NM	Foundation Governor

**In attendance:**

Eithne Boyce, Deputy Head	EB
Kerry MacFarlane	KMF
Sonia Lomax	Clerk

Item		Action
<b>1.0</b>	<b>Welcome and prayers.</b> EB led the prayers.	
<b>2.0</b>	<b>Apologies</b> Father Adrian Howell.	
<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 (14th February 2022) and 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. All actions had been completed.	
	EB reported that an organisation called SPACE (Stop and Prevent Adolescent Criminal Exploitation) have been contacted regarding County Lines information.	

	<p>They are only funded to speak to Secondary pupils but have recommended another company - EB is progressing.</p> <p>GOV.Q. (JH) - Does the Safer Communities talk cover this area? Not specifically.</p> <p>GOV.Q. (NC) - Could we pay SPACE to train our staff and Governors then disseminate to pupils? EB to further investigate.</p>	EB
5.0	<p><b>Chair's items and correspondence</b></p> <p>No items or correspondence.</p>	
6.0	<p><b>Policy Review</b> - All policies had been available to Governors prior to the meeting:</p>	
6.1	<p><u>Whistleblowing Policy</u></p> <p>Governors discussed comments on social media that could be interpreted as whistleblowing.</p> <p><b>DECISION – Governors agreed to Ratify the Policy.</b></p>	
6.2	<p><u>RSHE Policy</u></p> <p>Governors questioned whether “Collective Worship” is still the correct term. EB confirmed that this is likely to change to “Liturgical Prayer” when the new guidance is finalised by the Diocese, but is correct at the moment.</p> <p>Governors asked how County Lines fits into this policy - to review again in the future.</p> <p><b>DECISION – Governors agreed to Ratify the Policy.</b></p>	
6.3	<p><u>Pupil Attendance Policy</u></p> <p>Governors queried whether the BCP Council Education Welfare Service is still available and providing the same service - EB to investigate.</p> <p>GOV.Q. (JH) - Does this policy include all the new national attendance guidance issued last month? EB to check, amend if required and reissue to Governors by e-mail for approval.</p>	EB
6.4	<p><u>Anti-bullying Policy</u></p> <p><b>DECISION – Governors agreed to Ratify the Policy.</b></p>	EB
6.5	<p><u>Behaviour Management Policy</u></p> <p>Governors discussed the proposed amendments.</p> <p><b>DECISION – Governors agreed to Ratify the Policy.</b></p>	
6.6	<p><u>Collective Worship Policy</u></p> <p>EB suggested that review of this policy is postponed until the new Liturgy and Prayer guidance is agreed by the Diocese, as it is likely to need significant amendments - Governors agreed to this.</p>	
7.0	<p><b>Data Update</b></p>	
7.1	<p><u>Overview</u></p> <p>The Committee Chair reported that she had already met with SL and EB at a pre-meeting to review and challenge the latest data. The complete data report for each year group broken down into Gender, English as an Additional Language (EAL), Pupil Premium (PP), Special Educational Needs (SEN) and Term of Birth had</p>	

	<p>been available to all Governors prior to the meeting. EB presented the whole school overview showing the percentage of children working at or above expected and working at greater depth in each year group.</p> <p>EB updated Governors on the various assessments that had been taking place and specific areas to celebrate.</p> <p>Assessments included:</p> <ul style="list-style-type: none"> <li>• Year 6 SATs</li> <li>• Year 2 SATs</li> <li>• Year 1 Phonic screening checks</li> <li>• Year 4 Multiplication Checks</li> <li>• Year 1, 3, 4 and 5 NTS tests</li> </ul> <p>Areas to celebrate included:</p> <ul style="list-style-type: none"> <li>• Year 1 - 90% Phonics pass rate</li> <li>• Very strong Reception data</li> <li>• Significantly reduced gender gap in Maths across Years 1 to 5.</li> </ul>	
7.2	<p><u>Agreed lines of enquiry and response</u></p> <p>At the pre-meeting after studying the data, 4 specific areas of concern had been highlighted for further investigation:</p> <ul style="list-style-type: none"> <li>• Low percentage of Year 1 at Greater Depth in Writing</li> <li>• Previous gender gap in Reading in Year 3</li> <li>• Low percentage of Year 4 at Greater Depth in Writing</li> <li>• Low percentage of Year 5 working at or above expected in Writing</li> </ul> <p>EB reported to Governors on her findings.</p>	
7.3	<p><u>Reception Data</u></p> <p>The EYFS end of year report was shared with Governors and will be submitted to BCP Council this month. EB updated Governors on the pupils not yet working at or above the expected standard.</p>	
7.4	<p><u>Year 1 Phonic Data</u></p> <p>EB shared the data and the actions in place for those pupils that did not pass.</p>	
7.5	<p><u>Year 2 Phonic Data</u></p> <p>EB shared the data and the actions in place for those pupils that did not pass. Governors also reviewed the performance of pupils in receipt of PP.</p>	
7.6	<p><u>End of KS1 Data</u></p> <p>EB shared the data for Maths, Reading and Writing with the percentage of pupils below the expected standard, working towards the expected standard, at or better than the expected standard and working at Greater Depth. Governors reviewed the progress of PP pupils - JH reported that the focus had been on ensuring that PP pupils are progressing as well as possible.</p>	
7.7	<p><u>Year 4 Multiplication Tables Check</u></p> <p>EB reported that 82% of pupils scored 18 or more.</p>	

<b>8.0</b>	<b>Headteacher Report</b>	
<b>8.1</b>	<p>The Headteacher's Report had been available to all Governors prior to the meeting.</p> <p><u>RE and Catholic life update</u></p> <p>Governors noted that Father Adrian is retiring and passed on their best wishes.</p> <p>SL updated Governors on the Catholic life in the school and particularly drew Governors attention to the number and profile of meetings that staff are presenting at.</p>	
<b>8.2</b>	<p><u>Admissions and Attendance</u></p> <p>Governors noted that there are only 2 current pupil vacancies, both of which have been offered.</p> <p>SL reported on pupil attendance September to May. This is lower than previous years with many absences in the winter months due to COVID. SL hopes this will start to improve. Governors reviewed the data on persistently absent pupils and the results of the letters sent to parents.</p>	
<b>8.3</b>	<p><u>Safeguarding</u></p> <p>Governors reviewed the safeguarding monitoring.</p>	
<b>8.4</b>	<p><u>SEND</u></p> <p>The SEND Data was reviewed and SL updated Governors on the work that had taken place in school February to May 2022.</p>	
<b>8.5</b>	<p><u>Curriculum</u></p> <p>Governors reviewed the 2 Early Career Teacher (ECT) observation results.</p> <p>JL reported on 2 Learning Walks that had taken place:</p> <ul style="list-style-type: none"> <li>Equality, Diversity and Inclusion (EDI) Learning Walk - very strong on the working walls, good use of role models, pupils like the map of the world showing where they and staff originate from, multi-cultural corner, gender neutral toilets</li> <li>English Learning Walk - high quality phonics display in Year 1, evidence of celebrating children's outcomes, "washing lines".</li> </ul> <p>JL reported on the Continued Professional Development (CPD) that had/is due to take place this term.</p> <p>JL talked through the Jubilee celebration and the Cultural Carnival and updated Governors on the extra-curricular visits that had taken place.</p> <p>JL reported on a successful application to Sports England for funds to support predominantly PP pupils at the Fit 4 Life Club.</p>	
<b>8.6</b>	<p><u>School update</u></p> <p>SL provided a staffing and premises update.</p>	

	Behaviour management - Governors reviewed the recorded incidents on My Concern since February.	
<b>9</b>	<b>A.O.B</b>	
<b>9.1</b>	AMS reminded Governors that the follow up meeting from the Vision workshop will take place tomorrow at 12.30. Governors are encouraged to attend if possible, but if not possible to add comments to the document prior to the meeting.	<b>ALL</b>
<b>9.2</b>	KMF reported that Catherine Hobbs from the Diocese will be asking for volunteer schools to assist in KMF's research into Catholic Education.	
<b>9.3</b>	SL reported that Wraparound Care has proved very successful and that applications for September are far higher than places available for Mondays to Thursdays, with less applications for Fridays. SL reminded Governors that the founding principle of this care was to get children reading or doing maths, with a focus on quality rather than a child sitting service.  SL suggested 2 options: <ul style="list-style-type: none"> <li>• Continue with current resources and disappoint a number of parents: or</li> <li>• Increase staffing, resources, space and charges to increase numbers available</li> </ul> Governors discussed the implications of both options and agreed to the second option of increasing both resources and charges to parents. Governors asked SL to consider not increasing staffing on Fridays when there seems to be less demand.	
<b>10.0</b>	Date of next meeting – 07/11/2022	<b>SL</b>
<b>11.0</b>	Meeting closed - 20.45pm	

### **SUMMARY OF ACTIONS**

#### **ALL -**

- **Add comments to Vision document asap**

#### **EB -**

- **Speak to SPACE about training staff and Governors on County Lines**
- **Check on BCP Council Education Welfare Service**
- **Reissue Pupil Attendance Policy for ratification**

#### **SL -**

- **Agreement to increase daily rate to £15 and review staffing for Friday.**

### **DECISIONS APPROVED**

- Whistleblowing Policy Ratified
- RSHE Policy Ratified
- Anti-bullying Policy Ratified
- Behaviour Management Policy Ratified
- Collective Worship Policy update postponed
- To increase Wraparound Care resources and charges to parents from September.

**Approved**

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**Date**

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