



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

Minutes of School Full Governing Body Meeting
Monday 18th March 2024 - 6.30pm

Present:

Anna Murphy-Sullivan	AMS	Foundation Governor
Neville Conn	NC	Foundation Governor
Simon Lennon	SL	Headteacher
Rachael Cox	RC	Parent Governor
Joanna Hooper	JH	Foundation Governor
Kevin Ward	KW	Parent Governor
Nicholas Mavengere	NM	Foundation Governor
Joanne Hendy	JHendy	Staff Governor
Ade Bamgboye	AB	LA Governor
Monsignor John Nelson	JN	Foundation Governor
Anna Kopec Massey	AKM	Foundation Governor

In attendance:

Eithne Boyce	Deputy Headteacher
Sonia Lomax	Clerk

Item		Action
1.0	Welcome & prayers. JN led the prayers.	
2.0	Apologies None	

3.0	Pecuniary Interests No updates to the existing record were required.	
4.0	Minutes of Previous Meeting (4th December 2023)	
	Prior to the meeting, governors received a copy of the minutes from the previous meeting. The minutes were agreed as an accurate record of the meeting and will be signed by AMS.	
5.0	Matters Arising	
	AMS encouraged all Governors to attend safer recruitment training - speak to EB if interested.	ALL
8.0	Chair's Update	
8.1	AMS requested that this item be moved up the agenda as she had to leave the meeting early: AMS gave feedback on the Diocese briefing on 6/3/2024 and shared the letter she had subsequently sent to them regarding Academisation. Governors reviewed the reply from Catherine Hobbs (Director of Education at Portsmouth Diocese). Governors agreed that AMS/SL should contact the Headteacher at Corpus Christi Primary School Portsmouth who is part of the Catholic Academy Trust already. JN informed Governors that he had asked the Diocese for a list of the benefits of Academisation but had not received this to date. AMS informed Governors that the deadline is September 2027 and Governors will need to pass a motion well before this. Governors commented that they do not feel sufficiently well informed to do this yet.	AMS/ SL
8.2	AMS shared the letter she had written to the Diocese regarding the increase to the School Building Fund and the use of the Eco Grant - no reply to date.	
8.3	AMS reminded Governors that this year's Governors Information Evening is on 23/5/2024. Agreed to review the progress/benefits of the current SDP and to review the draft SDP for next year. Governors asked SL to specifically invite all newly recruited teachers. AMS left the meeting.	
6.0	Policies	
6.1	<u>Confidentiality Policy</u> Governors reviewed and agreed to the proposed amendments to this policy. Governors asked EB to add a paragraph on "My Confide". DECISION - The Confidentiality Policy was agreed, subject to the paragraph requested being added.	
6.2	<u>Educational Visits Policy</u>	

6.3	<p>Governors reviewed and agreed to the amendments to this policy. Governors discussed the links with the Critical Incident Policy and a link was written into the policy.</p> <p><i>GOV.Q. (AKM) - Should first aid while on visits be included in this policy? No - forms part of the risk assessment completed prior to the visit.</i></p> <p>DECISION - The Educational Visits Policy was agreed.</p> <p><u>Drugs and Alcohol Awareness Policy</u></p> <p>Governors reviewed and agreed to the amendments to this policy.</p> <p>DECISION - The Drug and Alcohol Awareness Policy was agreed.</p>	
7.0	DSL/NSL Safeguarding Update	
	<p>NC presented the report following the safeguarding meetings on 06/03/2024 and 13/03/2024. Governors reviewed the progress on the audit priority actions since the last meeting.</p> <p>NC talked through the 4 areas reviewed - Compendium of Need compliance, Attendance, Single Central Register and the processes followed in 3 anonymised case studies.</p> <p>NC then updated Governors on the next steps identified for the next meeting. AB advised the meeting that in African culture, the way in which children are raised may not always meet the school's safeguarding expectations. EB welcomed AB's comment and agreed to meet with him to discuss the matter further.</p>	EB/AB
9.0	F & R Update	
	<p>NC updated Governors:</p> <ul style="list-style-type: none"> • Currently within budget with a projected contingency of £48.7k. • The Devolved Formula Capital (DFC) total is currently £33.3k • Budget 2024/25 - only increased by 0.47% as there were 13 less pupils in the October 2023 census. Plus additional funding of £54.4k. Governors noted that this is likely to be a financially challenging year. • Schools Financial Value Standard (SFVS) - had been reviewed and recommended by the F & R committee. Approved - NC to sign for submission to BCP Council by 31/03/2024. • Changes to hot lunch provision - now using Everything FM to assist with the procurement. Expect to select a company to provide hot meals cooked at a nearby school for September 2024 and to cook onsite by September 2025. • Staff absences - rolling 12 month average is now 1.58 FTE per week compared to 2.21 FTE per week last year. <p>DECISION - Governors approved the 2024 SFVS.</p>	
10.0	SSDC Update	

	<p>JH updated Governors:</p> <ul style="list-style-type: none"> Reviewed the predicted data for 2023/24: <ul style="list-style-type: none"> Yr 6 attainment predictions are very strong Across the school, the percentage of children at the expected standard or greater depth is predicted to be higher than both national and BCP Council numbers Progress is good in all areas Interventions are in place where required Attendance at Yr6 after school revision club is very high Yr4 Multiplication Times Table check - predicting 89% to score 21 or above from 25 Reception - predicting 80% will achieve the expected standard. This is lower than last year but higher than previous years. Reviewed the areas of concern identified: <ul style="list-style-type: none"> Persistent absence levels Significant levels of SEN support and EHCP's Reviewed actions in progress. 	
11.0	Headteachers Report	
11.1	<p><u>Safeguarding</u> SL updated on referrals and requests since September.</p>	
11.2	<p><u>New RE and Catholic Life</u> SL informed Governors of the services and other activities taking place before Easter. Governors were pleased to note that the Chapel will be officially opened at an evening Mass on 24th June.</p>	
11.3	<p><u>SEND</u> As requested by the SSD Committee, SL detailed the top up funding applied to each of the EHCPs in school. SL reminded Governors that these top up payments are paid monthly and stop if the child leaves.</p>	
11.4	<p><u>Oscar Romero Award</u> SL informed Governors that the application for the Innovator Award has been submitted. This week is Social Justice Awareness Week - resources will be focused on Oscar Romero. SL updated on the Social Justice Conference planned for September.</p>	
11.5	<p><u>School Updates</u> World Book Day 07/03/2024. Visit to the Wessex Water Treatment Centre. Staff recruitment.</p>	
11.6	<p><u>Behaviour Management</u> SL updated on a Yr3 child on an alternative provision.</p>	

12.0	Link visits	
	NM updated on his PE and Computing link visits. NC updated on his RE link visit.	
13.0	AOB <u>Cessation of BCP Council Appeals Service</u> NC reported that BCP Council will no longer administer appeals so the school may need to outsource the clerking of appeals and find an independent panel to hear any appeals. BCP Council have provided details of 4 commercial companies that provide clerking services and contact details for 14 independent people that have sat on appeals panels previously. SL is coordinating with other local Catholic Primary Schools. BCP Council are holding on-line training on 25/03/2024, SL and NC to attend. NM if available. NC reported there is currently a holding note on the Appeals Policy, but the policy will need updating when the new process is agreed. Offers day is 15/04/2024 so the new process and policy will need to be agreed quickly.	
14.0	Date of next meeting – 22/04/2024 (Budget ratification).	
	Meeting Closed – 20.15.	

SUMMARY OF ACTIONS

ALL

- Consider Safer Recruitment training

AMS/SL

- Contact Corpus Christi Catholic Primary School in Portsmouth re Academisation

EB/AB

- Meet to discuss African culture and safeguarding

SL

- Invite newly recruited teachers to the Governors Information Evening

DECISIONS AGREED

- **The Confidentiality Policy was agreed, subject to the paragraph requested being added.**
- **The Educational Visits Policy was agreed.**
- **The Drug and Alcohol Awareness Policy was agreed.**
- **2023/24 SFVS was agreed.**

Approved

Date
