

**St Oswald's Catholic Primary School
Governing Body
PASTORAL, RE AND SAFEGUARDING COMMITTEE MEETING
Held at St. Oswald's Catholic Primary School Infant Building
Date/Time: 18/10/16 4:30pm**

Present: Fr M. Beattie, Mrs M. Walsh, Mrs R. Hill, Mr A. Joseph, Mrs J. Jones, Mrs T. Gentle, Mr G. Manley

Also present G. Murphy, C. Sime, I Strom (Clerking)

No.	Item	Action by: (insert initials)
1.	Welcome Fr Mark said a welcoming prayer.	
2.	Apologies for Absence Mrs J. Simm	
3.	Declarations of Interests Members of staff declared their interest.	
4.	Notification of Additional Business It was agreed that a request from a parent and a request from a member of staff be considered.	
5.	Minutes of Previous Meeting Subject to the correction of two typographical errors, the minutes from the pastoral committee meeting on 18 th May 2016 were agreed as accurate.	
6.	Matters arising The mosaic has been deferred until the completion of building works. Breakfast club – The price increments were implemented with no complaints or noticeable drop off of usage. The website is live and content is being added regularly.	

Signed.....Committee Chair

	<p>Fr Mark asked if the link to the parish website had been included. Miss Sime said she would check and ensure it was there.</p> <p>Governor commented on how good the pupils looked in the new uniform. It had been a popular choice.</p>	
<p>7.</p>	<p>New Term Report</p> <p>There had been a very positive start to the academic year from pupils and staff. The changes to introduce new staff to both buildings had been well received. The new nursery lead was having an instant impact with staff and parents, making the setting much more open and approachable.</p> <p>A questionnaire was sent to all staff before the summer holidays. The responses had been largely positive. Some areas for development had been identified and included in the School Development Plan. The questionnaire was seen as a baseline and would be sent to staff again towards the end of the new academic year. The questionnaire has been shared with all unions but there has been no response from any of them. Mr Hegarty has agreed to write a letter to staff to accompany the findings. A governor asked if it was felt that the responses would be any different if the survey was done at that point. - It was felt that it would as many of the newly recruited staff had a very positive outlook. Some of the support staff may not be as happy at the moment as the new structure has taken effect and the impact on salaries was becoming clear to them. The union have been in to the staff to explain the impact. A governor asked if all of the staff were on the living wage? – All of the staff are paid at the new National Living Wage or higher although some of the lower paid staff maybe below the theoretical living wage. The TA's were above this rate though. Governors asked for this issue to be discussed further by the Resources Committee.</p>	
<p>8.</p>	<p>SENCO Update</p> <p>Miss Townson has resigned her post to take up an assistant headteacher role at Sudley. The process for recruiting a new SENCO has begun but it is a difficult time of year to recruit teaching staff due to the timescales for resignations. There were 6 applicants which have been shortlisted to 4 who have been invited in to do a task and lesson observation. Interviews will take place on</p>	

	<p>Friday 21st October. A governor asked what would happen if there wasn't a successful candidate. – Mrs Reading still has a SENCO role and can be supportive. There are other members of staff that can step in with SEN knowledge and skills, for example Mrs Walsh chairs the local SEN Consortium. The skills and knowledge are available but it is a large time commitment.</p>	
<p>9.</p>	<p>Safeguarding report</p> <p>The safeguarding report had previously been distributed. The Head, 2 deputies and 2 Home School Liaison Officers had attended the annual safeguarding training and cascaded the training to most of the rest of the staff earlier in the month. There were still one or two part time workers to catch up with. The training I very challenging and now includes sections on Prevent, FGM and radicalisation.</p> <p>Safeguarding information will be more visible in school and the safeguarding team will have their pictures displayed in prominent public areas.</p> <p>In the past, cases deemed to be at level 3 or level 4 were referred to social services. Now only cases deemed to be at level 4 will be referred. Level 3 cases will be dealt with a new form which will be sent to Careline for evaluation.</p> <p>School have excellent support mechanisms in place, in particular the two Home School Liaison Officers. They also get support from the Family Support Team. The family support team are currently a free resource but this will change from April and may cost up to £29k. A governor asked if it would be a good idea for someone to be employed in a family support role. – The HSLOs already do a lot of the work and Mr Reilly came to us from that team. He still has a lot of the contacts. But there is a large workload (36 families currently on Early Help Assessment Tools (EHAT) where the school is the lead professionals) and the Family Support Workers work very well with parents and carers particularly in early intervention. Governors asked if the resources committee could look at the costs/savings of employing a family support worker compared to buying into the service.</p>	
<p>10.</p>	<p>RE report</p> <p>The report was sent to governors earlier. The year 6 pupils had spent a day on retreat. It was a very fulfilling</p>	

	<p>day and the feedback from the pupils was positive. Options for other year groups were being explored. There is a focus on Judaism this term. The Year of Mercy concluded with a celebration held in church attended by most pupils.</p> <p>The school will be supporting CAFOD World Gifts before Christmas.</p> <p>The displays around school are looking excellent.</p> <p>Governors thanked Mr Dunn for his report and hard work.</p>	
<p>11.</p>	<p>SEN report</p> <p>The pupil that was on an EHCP left in the summer to an appropriate provision. He has settled in well.</p> <p>The school nurse has a drop in session once a month.</p> <p>The school INSET day on 31st October will be on ADHD and will have a guest from the ADHD Foundation to deliver the training. NQTs will also undergo ASD training.</p> <p>Provision plans are now more consistent across school.</p> <p>Many of the services are starting to become traded.</p> <p>Governors thanked Miss Townson and Mrs Reading for their hard work and report.</p>	
<p>12.</p>	<p>Attendance report</p> <p>Attendance still has a high profile in the school. The Deputies, HSLOs and the Education Welfare Officer (EWO) meet regularly. They are currently reviewing the policy.</p> <p>Persistently Absent (PA) figures are still based on 90% or lower. Currently 64 children are in that category but this early in the year only a couple of days of absence can have a big impact.</p> <p>A governor asked what impact a recent ruling on school term time holidays had had. – The school were still submitting paperwork to the authority as they had been doing for the authority to make a judgement. Some parents can try to discuss the situation and there may be some flexibility depending upon previous absence</p>	

	<p>records. A governor asked if parents went on holiday but called in to say the child was sick – We believe this has happened but the paperwork can still go to the authority. It is for the parent to show that the pupil was sick.</p> <p>Governors were informed that a child had been removed from school for safeguarding reasons but was still classed as on roll. This was having an effect on the school’s statistics.</p>	
<p>13.</p>	<p>Policies for ratification</p> <p>All policies had been distributed prior to the meeting.</p> <p>Child Protection Policy – A governor asked if they witnessed or heard anything could they make a referral? – Yes. Anyone can now make a referral and it should be direct to the safeguarding team, not through a third party (including school). Governors agreed the policy.</p> <p>Looked After Children – A governor asked how the salutation on a letter was written. It was confirmed that the school uses the salutation “Dear Parent/Carer” Governors asked who the named governor was. It was agreed that Joanne Jones should be the named governor. Governors agreed the policy.</p> <p>Relationships and Sex Education (RSE) Policy – There was a discussion about the balance between the church teachings and moral responsibilities. It was agreed by all that the pupil was at the heart of the policy. A governor asked if pornography should be covered in the policy. – It was highlighted that this was covered in the e-safety policy ensuring that safe messages were consistent. Governors discussed whether parents could withdraw their child from some aspects of the RSE curriculum. This also touched on whether parents could withdraw pupils from some aspects of religious education given that they had chosen to send their child to a Catholic school. Governors agreed the policy as distributed.</p> <p>Collective Worship Policy – It was noted that the policy followed liturgical themes. A governor asked what training was given to staff. – It was included in all of the induction documentation and discussions. NQTs attended courses and the CCRS qualification was supported financially. Governors agreed the policy.</p>	

	<p>Home School Agreement (HSA)– It was noted that children were required to sign that they would regularly attend church but parents were not. Governors agreed the HSA</p>	
<p>14.</p>	<p>Notified business</p> <p>Governors received a request from a Muslim parent for their child in the Infants to wear a Hijab. It was explained that this was a head veil and was used to show respect for the body. In general, it is usually worn from puberty but there is some regional variation. Mrs Walsh has sort guidance from various sources. The NUT suggests that it would be common for secondary school girls to wear the garment. But it didn't offer any advice for primary aged pupils.</p> <p>Governors discussed health and safety and curriculum delivery concerns. If the veil was worn during PE lessons it could become entangled in equipment. If the reason was for modesty reasons, then this could also inhibit opportunities for swimming lessons and PE kit options. A governor asked what a teacher might say if asked questions by other pupils – it would be used as an opportunity to discuss other faiths and the traditions and beliefs that were associated with those faiths and how they should be respected.</p> <p>Governors agreed they needed more information and asked Mrs Walsh to take further advice from the Local Authority, the Archdiocese and any other relevant source. They expressed a desire to respect other cultures and also wanted to provide as wide a range of opportunities to all pupils in a safe environment. Governors asked for further details to be brought to the next meeting.</p> <p>Mrs Hyland has requested to take leave on 20th January 2017 for a family celebration. She offered to pay the day back during the school holidays. Mrs Walsh explained that Mrs Hyland was able to work during the holidays to make up the time. Governors agreed to the days leave and for the day to be made up during the holiday.</p>	<p>MW</p>
<p>15.</p>	<p>Date and Time of Next Meeting</p> <p>31st January 2017 at 4.30pm in the Junior building.</p>	