
**MINUTES OF THE MEETING OF THE FULL GOVERNING BOARD
OF ST OSWALD'S CATHOLIC PRIMARY SCHOOL
HELD AT 4:30^{PM} ON THURSDAY 9th DECEMBER 2021 VIA ZOOM**

Present:

Mary Walsh	-	Headteacher
Anthony Hegarty	-	Foundation Governor & Chair
Ruth Hill	-	Foundation Governor & Vice-Chair
Graham Manley	-	Foundation Governor
June Simm	-	LA Governor
Liz Williams	-	Parent Governor
Tracy Gentle	-	Staff Governor

Also, Present:

Donna Hay	-	Deputy Headteacher
Ian Strom	-	School Business Manager
Jo Richardson	-	Clerk

Items	Discussion	Action
21/37	WELCOME AND OPENING PRAYER	
	The Chair welcomed everyone to the meeting. The meeting opened with a prayer.	
21/38	APOLOGIES FOR ABSENCE	
	Apologies received and accepted for Joanne Jones.	
21/39	DECLARATION OF INTERESTS	
	There were no new declarations to record.	
21/40	NOTIFICATION OF ADDITIONAL BUSINESS	
	None	
21/41	MINUTES OF THE PREVIOUS MEETINGS	
	<p style="margin-left: 20px;">i) Accuracy The minutes of the Full Governing Board Meeting dated 23rd September 2021 were AGREED as a true record and signed by the Chair electronically.</p> <p style="margin-left: 20px;">ii) Matters Arising Item 21/30 b) iv) Health and Safety walk – to be arranged. Item 21/33 v) Early Years – The Chair had attended a meeting in school regarding the EYFS framework. Update by Mrs Gentle to governors later in this meeting. Item 21/36 DBS clearance – photo identification to be confirmed for governors missing this information.</p>	
21/42	COMMITTEE REPORTS	
	<p>Minutes of the previous meetings had been circulated to governors prior to the meeting. The headlines were as follows:</p> <p style="margin-left: 20px;">i) Resources Committee</p> <ul style="list-style-type: none"> - A new catering contract had been agreed with Food 4 Thought. This was looking very successful and should happen in Feb 2022. 	

	<ul style="list-style-type: none"> - The budget was still positive, despite the challenges. PP funding was highlighted as well as Recovery Premium and School Led Based Tutoring. - The building work progress was highlighted. - Policies for ratification were summarised. - A Health & Safety walk was to be arranged. <p>ii) Standards Committee</p> <ul style="list-style-type: none"> - G Manley provided an update. - Interventions had targeted the lowest 20%. - The catch-up program was highlighted including smart targets. <p>iii) Pay Committee</p> <ul style="list-style-type: none"> - Governors were notified that the Pay Committee had met, and all work completed. 	
21/43	HEADTEACHER'S REPORT	
	<p>M Walsh provided an update. The Headteacher's report had been shared with governors prior to the meeting. The key points were as follows:</p> <ul style="list-style-type: none"> i) Numbers of pupils on roll currently 591 (Nursery to Year 6). ii) Nursery numbers were low and would need to be advertised. iii) Groups included: <ul style="list-style-type: none"> - FSM - 35.4% - PP - 38.2%, this was a significant increase - EAL had also increased – 19% (111chn) - LAC – 5 children - AEP – 2 children attended support units - SEND – 18.6%, considered high iv) The SEND report was summarised for governors: <ul style="list-style-type: none"> - 5 x EHCPs in place plus 2 applications pending. All required 1:1 support to remain in school. - M Walsh and D Hay providing support as the SENDCo was on MAT leave. - Governor challenge: Was it as efficient without the SENCO were all essential jobs being completed? Answer: It is not ideal but SEND is a specialised field so not easy to backfill. Mrs Walsh Chair of consortia and has a lot of experience in SEND so all statutory and work with agencies is completed. - SEND graduated handbook was used to ensure consistency. This was also encouraged through consortia. - Outside agencies continued to come into school even though there were covid restrictions and school continued to identify children's needs and offer the best support possible. v) Safeguarding training had been completed with all staff and they had signed to say they read and understood KCSIE. <ul style="list-style-type: none"> - Children with a social worker were tracked as a discrete separate group - Peer on peer abuse was highlighted - Low level concerns for staff highlighted and explained to governors. - Governor challenge: What type of incidents would this be and where would they be stored? Answer: Mrs Walsh explained different scenarios and outcomes that could be recorded. School were investing in Staff Share a safe section of CPOMS to record such incidents. 	

	<ul style="list-style-type: none"> - Safeguarding training PP would be included on GovernorHub. - CPOMS ensured consistency in reporting and communication. Governors were invited into school to view the CPOMS system. - The Termly Safeguarding Report was shared with governors. There were 5 x Child Protection plans and 4 x Children in Need plans in place. 7 families (13 children) were supported by EHATs. There had been 1 parental complaint in the summer term to which the Chair had responded. - There had been 1 incident of bullying reported by a parent. Both parents and children had been spoken to. This incident was a parent using the word bullying. - There had been 2 sexually related incidents reported, both had been investigated and dealt with fully. 1 of which was reported to the police but no further investigation was needed. - R Hill provided an update on her safeguarding and EYFS visit to school. The Single Central Record was also checked during the visit. 	
vi)	Behaviour had been excellent. Some children had SEMH issues especially post covid. The older children particularly struggled with self-regulation and school were managing these issues with support. Behaviour strategies were working, and children were supported well.	
vii)	D Hay shared a detailed behaviour report analysis with governors. It was evident boys were struggling the most, particularly in Year 2 and Year 5. There were lots of interventions in place. SEND linked to incidents and the 2 children attending support units were also included in the data. PP boys with SEND were struggling the most. Referrals had been made and support was in place. G Manley commented that this way of reporting was very clear and extremely useful for governors.	
viii)	Leadership and Management. The SIP report and SEF had been shared with all staff and governors. Governors were invited to email any questions relating to the SIP and SEF to M Walsh. M Walsh to upload the SEF to GovernorHub.	
ix)	Staffing was summarised to governors. Covering staff absence had been extremely challenging. School was doing all they could to support staff wellbeing, and counselling services may and had been used. The INSET day provided staff with links to access support.	
x)	Engagement with parents in particular the termly parents evening had included video calls, and this had recorded the highest attendance of appointments.	
xi)	The results of the Oxwell survey on children's mental health were shared, explained and were positive.	
xii)	Links with the community continued to support vulnerable families. A full list of events were shared with governors.	
xiii)	Building development work was almost complete. There were still major problems with the school roof. DFE had selected the	

	<p>school for a connect the classroom grant, with new upgrades to WIFI.</p> <p>xiv) Curriculum development was summarised by D Hay.</p> <p>xv) This is point xiv still</p> <ul style="list-style-type: none"> - Staff training powerpoint to be shared on GovernorHub. - Subject leaders had all been given time to develop their subjects including intent and implementation and time to monitor. - Progression of vocab for each subject was supported by SIL document. - Y3 opening worlds project was highlighted. - Governors were invited to email any further questions. - It was noted that all curriculum and development information was also shared at committee meetings. <p>Governors thanked M Walsh for her report, they commented that the new format was much improved and they found it easier to navigate.</p>	
21/44	CHANGES TO EYFS UPDATE	
	<p>Mrs T Gentle, EYFS lead shared a powerpoint presentation with governors. The powerpoint gave an overview of the changes to the EYFS statutory framework. The key points were as follows:</p> <ul style="list-style-type: none"> i) The framework would improve children’s outcomes with a focus on language skills, especially for disadvantaged children. ii) There would be reduced paperwork and workload on teachers. iii) The curriculum was broader and looked at the depth of learning taking place. iv) It ensured there were skilled interactions with the children. v) The 7 areas of learning and development remained including the 17 early years goals. The 3 prime areas would also stay the same. vi) The early learning goals had changed with a focus on: <ul style="list-style-type: none"> - Listening, attention and understanding - Speaking - Self-regulation - Managing self - Building relationships - Gross motor skills - Fine motor skills vii) Literacy to include comprehension, word reading and writing. viii) Maths to include number and numerical patterns. ix) Understanding the world, past and present. x) Expressive art and design remain the same. xi) Characteristics of effective teaching and learning remain a key focus. xii) The good level of development metric remains the same. xiii) The 7 areas of learning were longer and there was greater depth. xiv) There was a focus on early language. xv) The new definition for maths was highlighted. xvi) The DfE Development Matters framework was summarised in detail, and this would run alongside the Early Years framework. It was non-statutory. Continuity and progression were key. 	

	<p>xvii) The curriculum would reflect the needs of the cohort incorporating the individual needs of the children. It would build upon and enhance the opportunities for children that had limited home life experiences. The curriculum was broad incorporating all areas.</p> <p>xviii) There was a focus on strengthening communication and language and building rich vocabulary.</p> <p>xix) The framework ensured the curriculum builds in a sequence from the moment a child starts school until they leave.</p> <p>xx) An example of maths progression of early learning goals was shared with governors.</p> <p>xxi) All 17 early learning goals would be mapped out across EYFS</p> <p>xxii) Assessment and recording would be observational and formative and feed into interactions with the children. There was a move away from excessive tracking.</p> <p>xxiii) Other key changes to the framework included the removal of the 'exceeding' judgement.</p> <p>xxiv) Promotion of good oral health would be included under safeguarding and welfare</p> <p>xxv) Governor challenge: has it saved paperwork? Response: initial planning of the curriculum had increased workload, but teacher's attitude was different, and teachers were confident to be able to move away from evidence gathering. As the year went on it would reduce paperwork further.</p> <p>xxvi) Governor challenge: can you moderate internally? Response: yes, internal moderation was possible, and the teachers were very skilled, and judgements were robust. School had effective moderation systems in place. Cross-moderation also took place, i.e., Nursery and Reception and end of year meetings with year 1. School will also carry out external moderation with other similar schools.</p> <p>Governors thanked Mrs Gentle and all the Early Years Team for their hard work, they had made a fantastic start. The Chair had also met with the Early Years team and had a walkaround. The excellent work was clear.</p>	
21/45	POLICIES	
	<p>Governors AGREED the following policies:</p> <p>i) SEND Report and Policy changes</p> <p>ii) Admissions Policy 2023-2024</p> <p>iii) Child Protection Policy</p>	
21/46	COVID RELATED HOLIDAYS & TRAVEL IMPLICATIONS STAFF SALARY	
	<p>i) Covid related holidays and travel implications on staffing were discussed.</p> <p>ii) Staff salary</p> <p>- A member of the TA staff had provided fantastic teaching cover and was very skilled. It had saved the school a lot of money. It was proposed the member of staff be paid as an unqualified teacher. Governors AGREED to the request.</p> <p>-</p>	

21/47	DATE AND TIME OF THE NEXT MEETING	
	Thursday 31 st March 2022 at 4:30pm	
	There being no other business the meeting closed at 6pm	