

ST. ALOYSIUS' CATHOLIC PRIMARY SCHOOL



School Motto
To know. To love. To serve.



St. Aloysius' Catholic Primary School Governing Body

FGB Committee Meeting

Wednesday 27th November 2024 - 6.00pm

DRAFT MINUTES

ITEM	ITEM DETAILS
	Governors Present Pauline Broadway (Foundation Governor / Chair) Eileen Quigley (LA Governor) Karen Black (Acting Headteacher) Anna Wilmore (Foundation Governor) Sophie Kempton (Staff Governor) Niamh Power (Parent Governor) Hannah Tebb (Headteacher) from 6.22pm to 6.39pm Maureen Thompson (Co-opted Governor) In Attendance Jo Clarke (Clerk to the Governors) Anna Mancari-Rees (Deputy Headteacher - observer) Ashley Robson (observer pending appointment as Foundation Governor)
1.	Welcome and Opening Prayers The meeting started at 6.04pm. The meeting was held on TEAMS. Chair welcomed everyone. The meeting was quorate. The meeting was opened with a prayer. Ashley Robson was introduced to the FGB (attending as an observer pending appointment as Foundation Governor).
2.	Apologies for Absence Apologies received and accepted - James McCullagh (Parent Governor), Pauline Brigham-Brookes (Foundation Governor), Fr. Nicholas Edmonds-Smith (Foundation Governor), Fr. Benedict Manning (Foundation Governor) Absent without Apologies Clare Thomas (Foundation Governor). Action: JC to send note to governors reminding them to send apologies if they will not be attending.
3.	Notice of any other urgent business for Item 16 • Appointment of Safeguarding Governor • Appointment of SEND Governor • Advent Carols - 16th December @ 6.00pm • Preferred methods of contacting governors

St. Aloysius' Catholic Primary School

Signed:

Date:

ST. ALOYSIUS' CATHOLIC PRIMARY SCHOOL



School Motto
To know. To love. To serve.



4.	Update Register of Business (pecuniary interests). All governors have updated the register.
5.	Update Code of Conduct and Nolan Principles. Have all governors signed in agreement? Two governors outstanding - BM and CT (CT has since confirmed agreement). Action: JC to remind BM to confirm agreement.
6.	Agree Minutes from previous meeting 22nd July 2024. Previous minutes were agreed and approved. Check outstanding actions on GAL via GH. Outstanding actions have been added to this agenda.
7.	Headteacher's Report. Report was posted in GH. KB asked if where were any comments or questions? KB pointed out some headlines; staffing - SLT have taken on quite a bit of subject leadership, there is an increase in SEND/EHCP children (SK doing a great job successfully applying for funding). Large number of staffing changes (more details are within the report). Q MT asked about the exclusion in the report? Was it a permanent exclusion? KB responded that it was a ½ day exclusion and not a permanent exclusion. Q EQ asked about the 13 new children who have joined the school since September. What year groups? KB confirmed that they are across all years. PB commented about the sheer movement in staff. KB confirmed 5 new teachers, 4 new members of support staff. During the SIP visit last Friday (22nd November), he was impressed with the improvement and progress made considering the number of changes since September. SLT have done a lot of teaching/mentoring. Q EQ SATS were impacted last year by EAL children. What is the profile of the new children who have joined, will they challenge the school and affect the data? KB commented that approximately 50% are from the prescribed countries so they can be removed from the data. KB confirmed that schools are allowed to remove children if they have arrived from a prescribed list of children. Action: KB to provide breakdown of where new children have started in school. Action: KB to add when CSI and Ofsted inspections are due to Headteacher report. PB commented that she felt the Headteacher's report was very thorough.
8.	Academisation Feedback. PB felt that it was important for this meeting to capture and minute the feedback from the recent meeting as some governors missed it and some are not in the meeting this evening.

St. Aloysius' Catholic Primary School

Signed:

Date:

ST. ALOYSIUS' CATHOLIC PRIMARY SCHOOL



School Motto
To know. To love. To serve.



The Diocese and PFMAC came into school last Wednesday (20th November). They spoke at great lengths about academisation. At the end of the meeting they confirmed that, if we were going to be joining, we would need to make a decision by 20th December. This would mean that we would be part of the three schools joining and as such would receive the government funding (£25k per school). This funding will be withdrawn in 2025.

PB stressed that this evening's meeting is not about voting it is about whether or not we can or want to start the process this side of Christmas. PB has reached out to absent governors and the general consensus is that governors are uncomfortable with how quickly this is moving. PB asked for points of view from governors in this meeting.

Q MT asked if joining the PFMAC was inevitable? Is it something that is happening across the board? Smaller MACs will not survive. If it is inevitable, why would we delay the starting of the process?

AR commented that the government are no longer pressing for larger academies, the current government has not given any clear direction. Why would we join one MAC which will probably not exist in 12 months time. This is not due diligence but is being forced into a corner. It may well be inevitable but why not join the larger MAT when it exists. Why go through the process of joining two MACs? There is no financial benefit or other substantial reason for joining a MAC that will not exist soon.

EQ asked if bigger MAT will meet the cost or will it be individual schools who will pick up the expense. EQ felt that there was massive pressure being put on the school because of the funding. EQ commented that she feels conflicted and would abstain from the voting process.

AW commented that she felt there were two questions being asked. She felt that governors are being pressured and needed more information and time to understand the long-term goals with regards to the bigger MAC.

NP commented that she feels it is inevitable. If it were a business the changes would be managed effectively, taking time to brief staff so they understand the benefits and changes. We have not been given enough time to manage communications. She commented that it felt like school is being pushed into academisation because of the other schools and the finance it would attract.

HT commented that in February she went to a meeting at the Archdiocese with Steve Bell, Director for Education. At that point he said that we would not join a MAC unless we were in a bigger MAC model. If we just had the PFMAC, there would be benefits and autonomy for schools within it. We do not know what is coming next! For example, who will be the next CEO be and would they be instructing us with regards to policies, where we should be spending funds, etc.

AR agreed that there would be autonomy, freedom, etc. but there is no evidence of the same would occurring under a larger MAC.

HT confirmed that she has spoken to other heads and currently there is complete autonomy within the PFMAC. However, we do not know what will happen in the future.

EQ felt that Fraser Long and Mark O'Connell were making promises they could not keep. How can what they promise be ensured? How do they know that the bigger MAC would not go down the same route other trusts and make changes. The concern is that we will not have very much say in the running of the school under a bigger MAC.

St. Aloysius' Catholic Primary School

Signed:

Date:

ST. ALOYSIUS' CATHOLIC PRIMARY SCHOOL



School Motto
To know. To love. To serve.



	PB suggested that we are not in a position where we need to vote. She is hearing from other governors that this is happening too quickly and we are being asked to make a decision too quickly. There is no time to inform stakeholders. Not in a position to sign up this year - we need to understand the full impact and have time to inform stakeholders. PB wants everyone feel comfortable with the decision. HT asked if governors were happy to pay the £16k (lower end estimate) of fees? PB said that perhaps we should ask if the PFMAC would pay these? AR commented that the whole decision making process is about making the right decision rather than saving £25k. EQ added that PFMAC/Diocese had been very dismissive of parent voice. This may be a sticking point as HT added "they do not know our parents"! EQ continued that we could not agree without proper discussion and negotiation with our parents. We do not want to alienate them. NP wants to ensure we have credibility within the school community and we should take time to do the right thing, as parent governors, for the school. It might be seen as a rushed decision. AR suggested that we tell the Diocese that we are not saying no, we are saying just not yet. Governors need more time and more evidence and perhaps then join at the next stage. Governors need to make the right decision at the right time. He stressed the importance of consultation with parents and other stakeholders. AMR commented that she liked what Fraser Long was saying about the development of staff, RE development days, etc. At the moment, our SLT are doing the majority of coaching, mentoring, etc. The collaboration and support, training and advice you will get as part of the PFMAC would be good. SK agreed and commented that we should not leave ourselves isolated. PB concluded that the message to the PFMAC/Diocese is not an outright no but just not yet. Governors are not prepared to rush it through this side of Christmas.
9.	Governor Monitoring Schedule. Action: JC / Governors to check dates set out in schedule. JC to confirm timings of meetings. Summary of Reports Dates have been set for the year in the governor monitoring schedule (available via GH). Following a visit, governor monitoring reports should be completed and sent to PB and chair of relevant committee and JC. They will be discussed at relevant committees and then an overview submitted to FGB. Review Schedule All governors to review schedule. Action: JC to send reminders to governors and help to set meeting times.
10.	Parent Charter (action from GAL) KB had had a look at other school's charters. She wants to be clear of what the purpose is of the charter? It has been mentioned when we had our last Ofsted there was a concern around

St. Aloysius' Catholic Primary School

Signed:

Date:

ST. ALOYSIUS' CATHOLIC PRIMARY SCHOOL



School Motto
To know. To love. To serve.



	attendance and unauthorised holidays. Some of the charters are based on parental conduct around the school. We do not need a charter for that. KB wondered what the benefit would be and why we would put one together.? EQ responded that she has done quite a bit of work on this and looked at all the different aspects. Basically, there are two different documents 1) a legal document around parent conduct which is quite formal and 2) a parent contract used to establish values and expectations. It could be displayed in the reception area but not sent out. The first document is a much more formal document. Do we want one or the other or both? Governors are reacting to parents being rude and aggressive towards staff. KB said that she does not feel this is an issue. Parents or carers being rude or aggressive to staff is very rare. SK talked about something being trialled at St. Joseph's. She added that St. Joseph's said it is difficult to get information to new parents, for example, values; uniform; conduct; etc. They are holding induction meetings for parents joining the school. Might this be a better way for us? MT added that she had tried both formal and informal. She suggested that maybe having the conversation with reception and nursery children as they join the school. She did not feel a formal document is necessary at our school and would prefer more informal contract. KB confirmed that this would be her preference. NP felt we should not use signed contracts but perhaps add something to our website? JC suggested that it could be included as part of the enrolment form. AMR - said that in her previous school they had something quite informal, please bring your child to school on time, make sure they wear school uniform, etc. Parents enjoyed reading it. If parents kept to their promise, school would provide ... Action: KB to draft charter for the next E&S meeting in March - EQ is happy to help and share examples and research she has already done. This should be ready for the start of the next academic year.
11. 12.	Strategic Plan Review / Governor Priorities. This was an action from the last meeting. PB to develop a one-page key point document for governors to share. PB explained that this document has been pulled together as a simple articulation of the focus points for the governors. It is part of the annual planning process. Governors set priorities for the following year and allocate them to the relevant sub-committees. Action: JC/PB to meet before end of January to add more detail, outcomes, etc. to both the Strategic Plans (long and short versions). Action: All governors to familiarise themselves with both documents. If governors are interested in getting involved in a specific part of the plan, they should contact PB directly. Governor Skills Audit - to be reviewed. Action: PB to review skills audit. Action: JC add to FGB agenda.

St. Aloysius' Catholic Primary School

Signed:

Date:

ST. ALOYSIUS' CATHOLIC PRIMARY SCHOOL



School Motto
To know. To love. To serve.



13.	Ratification of ESAT Safeguarding Audit. KB asked AMR to give an overview of the Safeguarding Audit is? AMR explained that all schools complete an annual review of their safeguarding practice. This will include, for example, how teachers monitor and record concerns, LADO and MASH referrals, site security. There are no surprises in our review. We had had more MASH referrals than last year. Our communications have improved with external agencies and there have been more calls to ESAT and more Strength and Needs forms completed. We have been involved in more TAFFs that previously because there is less support from MASH with lower-level concerns. It is important to note that we are being asked more about neglect as it is currently the biggest form of safeguarding concern in Oxfordshire. At our school, we do not see a problem with neglect. Our concerns are around some of our more vulnerable children. We have four main families who need support. The audit also asks about PREVENT. We are not receiving ENCOMPASS reports - KB has informed the police of this. AMR asked that all governors complete the PREVENT training (details below) as a priority and before the end of January 2025. ESAT also confirmed that all governors to have safeguarding training. Q MT asked if the audit would be available on GH and confirmed that it needed to be signed off by the SG governor. AMR confirmed that PB would sign the audit before it was submitted (as last year). There was a discussion around the person signing the document needs to be Level 3 SG trained. AMR will seek advice and confirm. UPDATE: AMR sought advice and the document was signed off by PB and submitted int time to ESAT.
14.	Policies to be agreed None to be renewed.
15.	Governor Training We buy into the governor training package and governors should take advantage of this. https://app.governorhub.com/s/oxgs/training Action: PREVENT Training - to be completed by all governors before end January 2025. LINK TO TRAINING Action: JC to produce spreadsheet of which governors have completed training and circulate/add to GH.
16.	Any other business • Appointment of Safeguarding Governor. Invite governors to apply. • Appointment of SEND Governor. Invite governors to apply. • Advent Carols - 16th December @ 6.00pm - KB would be delighted to welcome governors to this event. • Preferred methods of contacting governors. Governors are not monitoring or responding to emails even when they have a forward to their private email address set up. Other mechanisms for effective communication, reminders, urgent matters, etc. were

St. Aloysius' Catholic Primary School

Signed:

Date:

ST. ALOYSIUS' CATHOLIC PRIMARY SCHOOL



School Motto
To know. To love. To serve.



	discussed. It was agreed to was decided to set up a WhatsApp group for communicating with governors with permission from governors. Action: JC send formal invitation to all governors to apply for the above two link governor posts. Action: JC to set up WhatsApp group for governors (gaining permission from individual governors beforehand).
17.	Item of business for next FGB Governor Schedule - this should be a standing agenda item. Action: JC.
18.	Dates of future meetings 2024/25 FGB (all meetings are F2F in The Courtyard) Wednesday 26th March 2025 Wednesday 30th April 2025 - BUDGET APPROVAL VIA TEAMS Wednesday 16th July 2025 (post SATS results) E&S (Education & Standards Sub Committee) 7.15pm - Wednesday 5th March - F2F @ SCHOOL 6.00pm - Wednesday 18th June - TEAMS FP&R (Finance, Premises and Resources Sub Committee) 6.00pm - Wednesday 5th March - F2F @ SCHOOL 7.15pm - Wednesday 18th June - TEAMS In addition, Finance Sub Committee Meeting - Monday 17th March 2025 - TEAMS In addition, FGB Academisation Meeting with representatives from the diocese - 6.00pm, Wednesday 20th November - F2F, The Courtyard.
	Chair thanked everyone for attending and a closing prayer was said. Meeting ended at 7.19pm.

St. Aloysius' Catholic Primary School

Signed:

Date: