

ST. ALOYSIUS' CATHOLIC PRIMARY SCHOOL



School Motto
To know. To love. To serve.



St. Aloysius' Catholic Primary School Governing Body

FGB MEETING @ SCHOOL

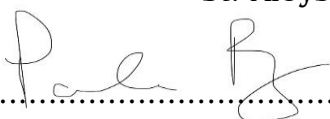
Monday 16th September 2024 - 6.00pm

DRAFT MINUTES

ITEM	ITEM DETAILS
	Governors Present Pauline Broadway (Foundation Governor / Chair) Karen Black (Acting Headteacher) James McCullagh (Parent Governor) Clare Thomas (Foundation Governor) Fr. Benedict Manning (Foundation Governor) - arrived @ 6.40pm Eileen Quigley (LA Governor) Fr. Nicholas Edmonds-Smith (Foundation Governor) Anna Wilmore (Foundation Governor) In Attendance Anna Mancari-Rees (Depty Headteacher) Jo Clarke (Clerk to the Governors)
1.	Welcome and Opening Prayers The Chair welcomed everyone to the meeting and opening prayers were said.
2.	Apologies for absence -reported to Clerk or Chair prior to meeting. Apologies Received & Accepted - Pauline Bringham-Brookes (Foundation Governor) Niamh Power (Parent Governor) Claire James (Foundation Governor) Sophie Kempton (Staff Governor) Maureen Thompson (Co-opted Governor)
3.	Notice of any other business / urgent business for Item 15. Proposed visit on 27/09 Fraser Long and Martin Bayliss from Birmingham Diocese. PB has asked for details of the meeting but has not received a response. BM/KB/PB will be attending the meeting and will report back to FGB. None received.
4.	Agree minutes from previous FGB meeting - 22nd July 2024 and any matters arising from the minutes not in the agenda. No matters arising and the minutes were agreed.

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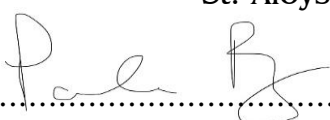
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	KB gave a brief update regarding the man sleeping in the tank room on the roof of the building above the boiler room. This will be discussed further at FP&R meeting including risk assessment. Action: JC to check if incident should be reported to OCC. Actions outstanding from previous meeting / Governor Action Log GAL Link SATs results to be shared with parents- KB Governor Visit Policy on GH - JC Develop parent charter - KB/EQ/PB Actions outstanding from previous meeting - see Governor Action Log - JC to update log.
5.	Review Range of Committees and Terms of Reference. Education & Standards and Finance, Premises and Resources. It was agreed that a review of Terms of Reference should be undertaken by individual committees. Action: JC to add to agendas for next sub committee meetings.
6.	Appoint Committee Members Review Governor Meeting Attendance. Attendance was agreed - before posting online, add key. Action: JC to add list of committee members to GH and email to all governors (add key to document prior to sending out).
7.	Update Register of Business (pecuniary interests) - updated via GH - no further updates reported. Action: All governors to update information via GH profiles. Governor Training - training will restart in September and links will be sent to governors via GH.
8.	Appoint Clerk and Agree Arrangements Jo Clarke - proposed by PB/JM all governors agreed.
9.	Review progress - SIP & SEF - information sharing only. There is still some work to be done. EQ has been supporting KB with the new SIP and SEF. The priorities have been changed to reflect the new leadership team, changes in staff, developing subject leaders, developing and embedding the curriculum, development of languages in EYFS. SEF is self-explanatory but very new. EQ asked governors to read prior to the E&S meeting. The SEF is rag rated against the new Ofsted framework. More work to be undertaken to bring the SEF up to date. KB thanked EQ, AMR & SK for their hard work on these documents. BM commented that the documents are very well presented which is helpful. Action: All governors to read SEF prior to next E&S meeting.

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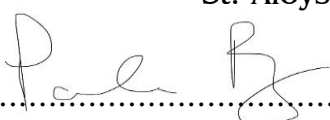
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10.	School Policies - Agree Delegation of Statutory Policies. Clerk shared policy schedule spreadsheet which was approved. Policies to be agreed at this meeting - Child Protection Policy + KCSiE 2024 Agreed by all governors.
11.	Agree Governor Code of Conduct and Nolan Principles. Governors to agree to adopt via individual profiles on GH (or verbally via the Clerk). Action: All governors to update information via GH profiles or as above. Code of Conduct and Nolan Principles accepted.
12.	Review Governor Strategic Priorities (Strategic Plan) and appoint lead governors. New list of priorities - some are for the SLT to take the lead on and then report back to governors. We need governor volunteers to be involved. PB went through the priorities. Catholic Ethos - SLT/EQ updating to complete the actions from last year. Discussion with the diocese. Quality of education and work involving Link Governors. Feedback from key stakeholders - wider group of governors (Ofsted questionnaire will go out in November). Develop 3 year building plan - FP&R JM + another governor. Action: Add to next FP&R agenda. Develop governor recruitment, training and succession strategy. Need to develop this strategy. Note we have a foundation governor vacancy. IT strategy - complete IT strategy - Sharepoint, resources, etc. More focused plan with resources and infrastructure before we go in more detail. KB commented that this start of the year has shown weaknesses in our IT structure. PB said this is part of the longer term strategy. Action: EQ updating the document and will then recirculate it. New school website. EQ has had a conversation with a website provider with regards to new website with photographer. Will then hand this information over to FP&R and to SLT to decide what we want. Action: JC to update Strategic Priorities via GH.
13.	Agree Governor Monitoring Schedule including dates (appoint link governors). JC updated the meeting regarding the number of link governors and how Governor Services have advised us that we should reduce the number of link governors we have. EQ felt that with regards to Curriculum Link Governor she felt there may be a conflict of interest but agreed to work with JM and CT as joint Curriculum Link Governors. The link governor list was updated and will be sent to all governors via email and GH.

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	Action: JC to update list, post on school website and GH and email to all governors. Q JM Where do reports go? Is there a template available? Reports go to Headteacher. There is a template available. Action: JC/KB to add dates to schedule. Action: JC to add Governor Visit Policy to GH and template for governors to complete.
14.	Governor Training https://app.governorhub.com/s/oxgs/training Action: All governors to view training available and sign up for relevant courses.
15.	Any other business, as notified in Item 3. PB asked if all governors are clear about Governor Priorities i.e. if we were to be inspected, does everyone know our top three priorities. Q PB asked if these should this be included in a future FGB meeting?. PB commented that there is so much information to assimilate, it would be better to have bullet points. Action: PB/KB to develop a document to present to governors at next FGB meeting - one sheet of bullet points. EQ suggest that at the end of every meeting we ask how each agenda item has had an impact on the school and or the children at our school. At the end of the meeting go through what we have achieved and what we need to focus on. CT commented that we need careful monitoring of every child in school especially regarding RE. Action: JC to add standing agenda item to all agendas. EQ asked - link governors - how will this make a difference?
16.	Items of business for next FGB. Action: JC to check governor schedule for next meeting agenda.
17.	Dates of future meetings 2024/25 FGB (all meetings are F2F in The Courtyard) Wednesday 27th November 2024 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) 6.00pm - Wednesday 13th November - TEAMS 7.15pm - Wednesday 5th March - F2F @ SCHOOL 6.00pm - Wednesday 18th June - TEAMS FP&R (Finance, Premises and Resources Sub Committee) 7.15pm - Wednesday 13th November - TEAMS

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.....*Paul B*.....

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	6.00pm - Wednesday 5 th March - F2F @ SCHOOL 7.15pm - Wednesday 18 th June - TEAMS In addition, Finance Sub Committee Meeting - Monday 17 th March 2025 - TEAMS
18.	Closing Prayers were said.
19.	Meeting ended at 7.03pm

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