



Draft Minutes Full Governing Body Meeting at St John Fisher 29th March 22 at 5pm

Members: Kate Blom (Chair), Janine Kenna, Philip Gilbertson, Therese Lord, Frank Huidobro, Daren King, Adrian Benedict, Mansoor Ahmed, Father Mathias, Debbie McCann, Sophie Poole, Alain Van West

In attendance: Claire Ellerker, Gabriel Toyos, Ceylan Luke (Clerk)

Decisions:

- All governors agreed with the statement presented to them for academisation discussions to go ahead.
- All governors agreed for the application of LA governor for DM.

Actions	Lead
<ul style="list-style-type: none"> • KB to present a breakdown of recourses brought for the school from the governors fund to be presented in the school headlines to parents 	
<ul style="list-style-type: none"> • JK to inform parents of Mass attendance obligations once confirmed by the Diocese. 	

The meeting opened with a prayer at 5pm

Standard Agenda	Specific items to be covered	Lead	Minutes	Action
Apologies and DOI		KB	There were no apologies accepted all committee members were present. There were no changes to DOI to note for the Governing body.	
Update to governors on exploring becoming an Multi Academy Trust	<ul style="list-style-type: none"> • Governors to consider the academisation statement 		A detailed overview of the academisation process was presented to and discussed with governors. It was noted the school had worked really hard with the Merton Deanery schools around discussions on how partnerships might look. It was noted the government policy was that the long-term vision would be that all schools would be part of MAT. It was noted there would be due diligence carried out for all schools around financial stability. Governors noted the ‘White Paper’ document was released yesterday and will be discussed further at a Deanery level.	

		<p>The pros and cons of becoming part of an academy was discussed to include the excellent offer of CPD due to scope as a larger group of schools.</p> <p>It was confirmed to governors if a school is running at a deficit the school will come away from the control of the LA it will become the academy trusts responsibility. It was noted there would be a review to include a diligence process for an agreement to join the trust by the regional schools commissioner.</p> <p>Governors discussed the greater demands for governors and noted that key decisions about what is held at local control and what is decided higher up within the Trust would have to be decided.</p> <p>It was noted the key things would be to discuss why this move would be beneficial for the school with the best outcomes for staff and pupils.</p> <p>In terms of the financial principles, the key things highlighted were the percentage of the top slicing for schools.</p> <p>It was confirmed to governors it would be expected that the local budget would still sit with the school but overseen by the chief financial officer of the trust.</p> <p>It was confirmed to governors schools would still get funding for each pupil and would then pay a top slice fee in to the MAT. It was noted that this could leave the school with less funding but could effectively have greater savings as part of the MAT.</p> <p>Governors asked if there were financial incentives from the Diocese to join this process and it was confirmed schools receiving government funding of £25k to support the crossover but only once the academisation order had been approved by the DfE.</p> <p>It was confirmed to governors presumably that if all schools come away from LA control they may not be in a position to offer any services. It was noted Merton will consider these scenarios carefully and may form as a group their own academy trust to enable them to continue to offer services</p> <p>In terms of moving forwards as a phased control it was explained there are 15 schools in discussions to move forward together towards the academisation process.</p> <p>It was confirmed to governors it was likely that some school policies would need to be agreed and approved by the MAT.</p> <p>It was confirmed to governors additional income generated by the school may remain under the schools control but would need to be agreed in the scheme of delegations for the MAT.</p>	
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Safeguarding and wellbeing	<ul style="list-style-type: none"> Safeguarding update including KCSIE 22 consultation 	<p>JK provided governors with a safeguarding and wellbeing update. It was noted the consultation for changes to KCSIE 2022 is underway and highlighted in the document in MyDrive. It was noted there had been some changes to the language used in KCSIE. In terms of safer recruitment, it was noted there was reference to the use of google and social media around employment.</p> <p>In terms of safeguarding within the school content it was confirmed to governors all expected and appropriate procedures and practices remained in place.</p> <p>All other safeguarding updates will be presented in the headteachers report to governors.</p>	
Actions arising and minutes of meeting held on 9th December 21	<ul style="list-style-type: none"> Minutes and matters arising from the previous meeting 	<p>The minutes from the last meeting held on 9th December 21 were agreed by governors and a copy signed by chair KB to confirm this.</p> <ul style="list-style-type: none"> KB to speak with governance support to clarify next steps if the Staff governor vacancy is not successfully filled Action complete 	

			<ul style="list-style-type: none"> JK/CL to ensure FGB minutes are available on the school website Action complete 	
COVID Update	<ul style="list-style-type: none"> Current organisation/operational arrangements linked to COVID 		<p>Governors were provided with a COVID update. It was noted from next month there were expectations around guidelines, to see restrictions and isolation guidance easing.</p> <p>In terms of looking forward into the summer term only clinical settings would need to continue with regular testing.</p> <p>It was noted ventilation would be key to keeping everyone safe and moving forwards the use of UV air scrubbers would be a consideration to purchase for use in school.</p>	
Governing body membership update	<ul style="list-style-type: none"> Update on GB and C/tee membership. 	KB	<p>KB provided governors with a governing body membership update. It was noted the position of Staff governor was still vacant.</p> <p>It was noted the applications were in process for governor SP to be moved from LA to Foundation governor.</p> <p>It was noted as part of the retention plan the applications are in process for governor DMcC to be moved from Parent to LA governor. All governors agreed for the application of LA governor for DMcC.</p> <p>It was noted once the process was complete there would be a vacancy for parent governor and elections would take place in the Summer term.</p> <p>Governors discussed the vacant position for parent governor and agreed that the governing body would specifically ask for someone with a legal or secondary education background. Whilst governors were clear on what skills were required for the Parent governor role it was noted this experience may not be possible.</p> <p>It was noted it was important the governing body welcome ethnic backgrounds to ensure diversity that is reflective of the school.</p>	
Committee updates from Chairs	<ul style="list-style-type: none"> Committee meeting minutes available in mydrive 		<p><u>Quality of Operations</u></p> <p>In regards to school budget it was noted it was a similar picture in terms feedback provided from previous committee updates.</p> <p>It was noted the school had previously used the carry-over up from previous years being used but this year the budget would need to be stuck to better.</p> <p>Overall the budget had ended in a positive situation but the struggle will come in the next financial year to put together a budget that is balanced in terms of income.</p> <p>It was confirmed staff costs were the biggest expenditure in the budget.</p> <p>It was noted it would be a significant task to achieve a balanced budget and there may be changes to decisions on how money is spent in school.</p>	

		<p>It was confirmed a significant impact is the Quality of Education committee wanting to safeguard the quality of education in school and to ensure not all decisions are made solely on a financial basis.</p> <p>It was noted all financial changes that may impact on the quality of education in school will be consulted with the quality of education committee.</p> <p><u>Quality of Education</u></p> <p>Governors were informed an area of focus was to ensure subject leaders are secure and confident in delivering the curriculum as part of the curriculum development plan.</p> <p>It was noted pupil performance was scrutinized at committee level with results broadly as expected with a big focus on Reading which underpins the progress for other subjects.</p> <p>It was noted there was an increase in pupil absence as a result of COVID.</p> <p>Governors were informed ‘Talk for Writing’ was being adapted to meet the needs of children remains an important focus in school.</p> <p>In terms of curriculum enrichment governors were informed the school was fully back on track and engaging well in extracurricular activities.</p> <p>It was noted there had been discussion on the low uptake for PP children in regards to extra-curricular offer and this issue will be discussed further to ensure this is increased.</p> <p>It was noted the committee regularly discusses any potential impact the budget may have on the delivery of quality education.</p> <p><u>SEW</u></p> <p>It was noted the new Catholic school’s inspection framework was now published. It was noted the school was not expecting a Catholic inspection in school until next year. It was noted the Parish Priest and the Clergy are now visiting the school again and there is a good link with the Parish following the impact of COVID.</p> <p>The school participated with ‘boxes of love’ project which was a huge success.</p> <p>The school is also participating in a joint Lenten appeal for Ukraine with the parish.</p> <p>Governors were informed there had been discussion at the committee meeting around what support children are being offered and it was confirmed the school is doing a huge amount of work to support children.</p> <p>It was noted the staff and parent surveys were complete and there had been a good response to both which would then be analysed by the school.</p>	
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Headteacher update	<ul style="list-style-type: none"> Headteacher report to governors 	JK/CE	<p>The HT's report to governors was provided to governors for review prior to the meeting.</p> <p>JK informed governors that staff are dealing with a lot in terms of children, workloads and preparations for OFSTED inspection.</p> <p>It was noted there was a long-term staff sickness absence in school which had had an impact on workload for HT.</p> <p>JK informed governors that attendance has been massively impacted following the impact of COVID and school are awaiting changes to testing requirements in school in the summer term.</p> <p>In terms of admissions for Reception and Nursery for September 2022 it was confirmed numbers are in line with the figures for last year.</p> <p>It was noted admission numbers were strong with high Catholicity levels.</p> <p>Governors were informed that data from the LA admission numbers are high, including slight increase in number of first-choice preference which makes the future of the school very promising.</p> <p>Governors discussed the DfE Safety Valve program and noted that with Merton significantly impacted with a SEN overspend it was not clear what funding the school will receive in the next academic year.</p> <p>In terms of behaviour in school JK informed governors there had been an increase in behaviour issues and different behaviours presented.</p> <p>A summary of the PP grant was provided to governors and the strategy for the spent was available on the school website to include monies spent through the recovery plan and school led tuition.</p> <p>In terms of quality of education it was noted the school was working very hard and making strong progress with the curriculum development plan. It was noted the progress made had been impacted with staff sickness as a result of COVID.</p> <p>Governors were informed of the intention to carry out a teaching and learning review in the summer term to include deep dives into subject areas and to be formatted in line with OFSTED headings.</p>	

		<p>It was noted the priority in school next term would be for subject leaders to have time assigned with class teachers to work on the curriculum development plan.</p> <p>It was noted that the behaviour of children remained very good in school.</p> <p>It was confirmed the school continues to use ELSA's in school for children who needed access to the support.</p> <p>Governors were informed of the approach of 'Zones of Regulation' has been introduced in school which is part of the wider work in understanding and supporting children's emotional regulation.</p> <p>In terms of personal development in school there would be an addition to last year's STEM week with 'A' (arts) being added.</p> <p>It was noted there had been huge success in sports activities, across the school. It was confirmed to governors the school continues to give an offer for all children to compete at some level.</p> <p>Governors discussed recent feedback from parents via the parent survey about children not always selected to compete for sports activities. It was noted that the main challenge was around the Merton Partnership offer which was very competitive and its important children are not demoralized if they are not at the required level.</p> <p>It was confirmed to governors there are opportunities that are suitable for all children.</p> <p>In terms of leadership and management it was noted the school continues with the work they do with the deanery group of schools.</p> <p>JK informed governors that the biggest challenge currently was keeping everyone going.</p> <p>It was noted the school continues to improve staff knowledge with a focus range of CPD and training outside of school with reference to the diocese and to the new framework.</p> <p>In terms of safeguarding it was confirmed the culture in school is to continue escalating any concerns as swiftly as possible.</p> <p>It was confirmed to governors there had been no MASH referrals made this term.</p> <p>It was noted there had been new programmes being resourced in school by governors.</p> <p>It was noted CE had done a huge amount of work ensuring there were good reading resources available for children in terms of equality and diversity.</p>	
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SEF and SDP (School Development Plan)	<ul style="list-style-type: none"> • 	<p>The SEF and SDP had been included in the HT's report to governors.</p>	
Governor training and development 2021/22	<ul style="list-style-type: none"> • Governor training and development 2021/22 	<p>KB attended the Diocese training for the new Catholic Inspection framework and shared the PowerPoint with the SEW committee.</p> <p>It was noted there had been a Diocese consultation on Prayer Liturgy which would mean that Catholic children are unable to read at Mass. JK confirmed there had been a group consultation response to express the school is not happy and does not support the proposed changes.</p> <p>DM attended the governor recruitment training and will share the information with governors.</p>	
AOB		<p>Governors were informed TL would be stepping down at the end of the calendar year after 8 years. Huge thanks was expressed to TL for her commitment and work as part of the governing body.</p> <p>It was noted there would be some planning involved over the coming months around the work currently undertaken by TL.</p>	

		It was noted there will be a SDP workshop for governors to attend prior to the FGB in the Summer term.	
Date of next meeting		<i>The next meeting is booked for Thursday 7th July 22 at 5pm</i>	

The meeting ended at 7pm