



FINAL MINUTES - FGB Meeting at St John Fisher on 8th December 2022

Committee Members: Kate Blom (Chair) Therese Lord (Vice Chair), Janine Kenna, Phillip Gilbertson, Father Matthias, Kaite Newman, Frank Huidobro, Daren King, Adrian Benedict, Deborah McCann, Alain Van West

In attendance: Claire Ellerker, Gabriel Toyos, Sarah Henley (Clerk)

Standard Agenda	Specific items to be covered	Lead	Minutes	Action
Apologies and DOI	<ul style="list-style-type: none"> Any changes to be noted 	KB	Apologies received from PG and AB. No apologies from FrM. Welcome LA (parent gov) and KN (staff gov) - brief intro from all Govs No changes to note for DOI Apologies from AB and PG	
Safeguarding and Wellbeing	<ul style="list-style-type: none"> Safeguarding update Harmful sexualised behaviour 	JK	Will be covered in the HT report to Govs. Harmful sexualised behaviour will remain as standing item on agenda whilst relevant to changes in KCSIE	
Actions arising and minutes of meeting held on 28th September 21. <ul style="list-style-type: none"> Agreed and signed Action points 	<ul style="list-style-type: none"> Governors to complete and return to CL the annual declaration of interests form. ALL Governors to read and sign the code of conduct for governors and email to CL. ALL All governors to complete the Safeguarding refresher training for 2021/22 and quiz by Friday 8th October 21. ALL JK to add a section on sexual harmful behaviour within safeguarding to a themed agenda for FGB. JK JK to carry out a survey for Nursery and Reception children to ensure they have access to devices at home. JK JK to send a list of subject leads and contact details to governors. JK All governors to write a bio and send to KB to be included on the school website. ALL 	KB	Actions all completed	

<p>Academisation update</p>	<ul style="list-style-type: none"> • Verbal update on movement towards academisation. • Agreement of resolution to apply to Diocese to move forward as a CAT (Catholic Academy Trust) 	<p>JK</p>	<p>Over past 6+yrs SJF have been working collaboratively with Merton Deanery schools & associate member (St Philomenas) Jan 2022 extended to include Sutton schools (Federation of St Elphelges & Regina Coeli) making a total of 15 schools. Lot of relationship building and shared vision and mission 06/2022 - diocese asked us to pause the academisation process which we did - other schools didn't - and we discovered that other schools were moving forward and approaching the diocese CAT Oversight group to seek approval of their name. vision and mission and approval to go to Regional Schools Commission (RSC) to apply for academy orders.</p> <p>Today we learnt that the Government's white paper has been rescinded. Work carried out by the group has shown why it is so important to grow as a group - tackle issues such as admissions, school improvement etc..</p> <p>Diocese were keen for us to present at CAT Oversight group Group took the decision, with FGB approval, to present to the diocese CAT Oversight group on (application form and presentation available in the FGB folder) 15 schools is too many at once - a staggered approach necessary</p> <p>Timescales state that a decision will be communicated within seven days however we have not heard back yet Without approval from diocese we cannot move forward to RSC</p> <p>The rescinded white paper changes nothing for our group of schools as we can see the benefit of working together and the practices in place - however consultation with stakeholders may need to be slightly different now</p> <p>Initial steering committee was formed - made up of governors and HT from schools within the group who were able to commit the time to the group. First meeting has taken place with a second meeting planned for 08/12/22. It is apparent that different FGBs are at different stages.</p> <p>Has become apparent that a project mgr is required Sarah Ferguson, Place Group (recommended by Browne Jacobson - preferred legal group of Diocese) has had introductory meeting with JK and will be present at meeting on 08/12 Initially the first tranche of schools to move forward did not include SJF but it was felt by the group that SJF should be included as JK has been such a pivotal part of the process and led the group effectively.</p> <p>DK sits as Gov on Richard Challoner FGB - they have been given approval to move forward as group 'Christ the Redeemer'</p> <p>Realisation by Government that there was strong opposition to the bill so they have</p>
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			<p>set it aside Strong feeling from diocese to continue with academisation Feeling is that in many years to come this South West London will be one Catholic MAT</p> <p>RESOLUTION: *(SEE DOC FROM JK) AGREED AND PASSED BY ALL GOVERNORS PRESENT</p> <p>How was the first tranche decided? Looked for secondary schools to be included, OFSTED status, admission numbers, finances etc.. Obvious challenges around Wimbledon College as Jesuit school Diocese are aware of those challenges Passing resolution does not mean that we can't withdraw or delay at any point With only 7 schools is it financially viable? 04/2021 DfE came to a 'spirit trust' meeting and explained that you can have 'associate members' who can commit to shared services etc.. Strong focus on us as individual schools with full autonomy but with strong identity as a MAT By passing resolution - is this the first time we make a financial commitment? Project mgr cost £15000, for taking us from presentation to conversion (approx 3 months) Impact on the school of JK being involved? SJF have excellent DHT who has been able to support JK by talking on additional tasks but impact on JK's time significant Group will possibly look at 'blended' roles when academisation starts Timeline is fluid as we proceed and discover what additional work is involved Unable to draw down DfE £25k until given academisation order</p>	
Governing Body Membership update	<ul style="list-style-type: none"> Update re: gov body membership and c/tee structures 	KB	<p>Parent gov election taking place at the moment. 4 nominees - voting closes 13.12.22. Foundation governor vacancy - possibly look at parent gov nominees who are unsuccessful once election concluded.</p> <p>Noted that FrM non-attendance is contravening our own rules of attendance KB has approached FrM to see if he wishes to continue as governor Will ask him first - possibly Fr Francis to replace him? Sacred Heart parish priest may be a possible option but need to consider conflict of interest and crossover with Sacred Heart school KB may go to see FrM on a Monday evening re Parish business to be considered</p>	
Committee updates from Chairs	<ul style="list-style-type: none"> Quality of Operations Quality of Education SEW 	FH DK SP	<p><i>Pay</i> - (PG abs, FH presented) PG now chairs this committee Accepted standard pay proposals for teaching staff 5%. Budgeted for 2.5% <i>QofOPs</i> LCVAP funding applications - unsuccessful Surveys done at school to complete STATLOG data as directed by Diocese so they are aware of the issues Current issue is Yr5/6 toilets. Diocese has been lobbied to take action with</p>	

			<p>funding for this due to H&S issues Remedial work currently being undertaken to ensure toilets are open again as matter of urgency Minor works i.e. windows, trim trail and light replacement being undertaken Financial position predicted for year end - deficit £188K Decrease in financial viability position as we deduct from carried over balance % will reduce deficit slightly Effort to raise revenue is continuing This year the school has raised £95k as result of extended services + £70k last year. This will offset the financial position £29k from lettings School doing all it can to hold mitigating financial position Q: Any difficult decisions to be made? Not at the moment but constantly monitoring situation and JK looking at options within school JK looking to extend extended services provision but there will be issues around staffing as difficult to recruit staff</p> <p><i>QofEd</i> Regular meeting and extraordinary mtg Safeguarding reviewed SEND - becoming very challenging due to Merton LA budget restrictions Schools coming together within LA to discuss what they can do to support in school. CH working in this group with LA. Mental health and well-being service - many more parents self referring. Yr1 coffee morning - low attendance but well received Zones of regulation programme firmly ensconced in school and well used New phonics scheme introduced since Jan 2022 Parent volunteer reading programme underway - tri-weekly - supporting the scheme by reading with pupils CE working with subject leaders to develop themes across curriculum - embedding black history across the curriculum Subject leaders developing confidence in talking about their subject (OFSTED ready) CPD shared with Morden cluster Summer data was very positive - specific gender/subject areas of concern identified Extra curricular trips back to being fully offered PP support. SJF no longer offering HAF - Extraordinary meetings very useful - mins will be shared</p> <p>DK - looking to share document following recent Richard Challoner OFSTED based on his experience</p> <p><i>SEW</i> Ordinary and extraordinary meeting held</p>	
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Headteachers Report to governors	<ul style="list-style-type: none"> Headteacher report 	JK	<p>Executive summary available in shared drive Challenges in KS1 - acknowledged in PMcG MEP report Social complexities alongside specific learning needs JK will be writing to YrR/Yr1/Yr2 parents and carers to explain what this is looking like in school environment and that their needs are part of wider issue Will give parents tools to use at home to help with development</p> <p>Staffing - remain stable - challenges are financially as significant additional support having to be in place for specific pupils with no funding imminent</p> <p>Admissions - remain steady in comparison to this time last year Challenges around admission across LA/London/ Diocese remain</p> <p>HT at SSPP has resigned following personal issues - StT HT taking on exec HT role across both schools with plans for StT DHT to take on Head of School role from Spring term Questions need to be asked around 2 schools serving 1 parish with falling numbers Aware of growing issues with falling numbers across borough Q - any specific issues? Diocese may introduce a Certificate of Practice as opposed to supplementary forms. If this is to go ahead we need to go out to consultation by end of term but no information received yet from diocese JK uses line to prospective families: 'we are a Catholic school who is open to all applications'</p> <p>Attendance much better - illness last couple of weeks but nothing significant</p>	

			<p>Safeguarding - report shows number of incidents and referrals School continues to be unhappy with some decisions made - escalation process used Disagreements are minuted/noted in email threads. School has little influence around decisions Family services hub being accessed by school as TAF meetings are good first step to get other agencies involved Common themes around safeguarding? Not in respect of Covid - barriers re escalation are usually parental mental health - school does not have access to information relevant to adults</p> <p>Behaviour report - available in shared drive</p> <p>PPG - breakdown in documents (available on website) to demonstrate how funding is distributed No significant changes in PP and numbers remain low in comparison to other schools Recovery grant, school led tuition - school using funding by using existing SJF teacher to undertake small group tuition Anticipated funding for 2 more years but not confirmed</p> <p>Subject leader development - time to spend on specific subject leader work remains an issue for these staff members Trying new working formats to develop subject leaders impact across the school</p> <p>Quality first teaching Building subject leaders confidence What 'good' looks like in their subjects. Worked on as a school - extending to the Morden cluster group with termly meetings - sharing knowledge and experience - different subject each meeting</p> <p>T4W new lead recruited (SD) - very engaged with LA consultant</p> <p>Maths - continue to work with LA advisor - who has led some staff meetings alongside SB Addressing higher attainers in maths - already an OFSTED priority from previous inspection</p> <p>Data input this week. PPM will be held to compare against September figures</p> <p>Tchrs Mgmt :Perf meetings undertaken - targets linked to SDP</p> <p>Inset - whole school staff attended Emotion Coaching training Important to understand triggers for behaviour</p> <p>ELSA - GP left so we were unable to fulfil ELSA demand however newly recruited member of staff is already ELSA trained so will discuss extra hours be undertaken for ELSA</p> <p>School continues to ensure pupils and staff are valued. Looking to ensure that staff feel that. Mental health first aiders - we have done this before? Yes, we trained mental health first aider Staff would generally approach JK/CE if they have mental health issues - would be good if staff had signposting document available TL to provide to JK</p> <p>School try to undertake as much 'casual' mental health conversations as possible</p>	
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MEP (Merton Education Partner)- Autumn term report	<ul style="list-style-type: none"> Included in HTs report to govs 	"	Document in shared drive	
SEF and SDP (School Development Plan)	<ul style="list-style-type: none"> Included in HTs report to govs 	"	Document in shared drive	
School Website	<ul style="list-style-type: none"> Website updates Compliance 	CE/JK	DK undertaking website review - have asked for checklist to review No major concerns	
Governor training and development 2022/23	<ul style="list-style-type: none"> Governing training programme 	KB	<p>KB/FH/DK - ready for ofsted training completed Would ask all govs to undertake DK - language of diversity training 1part completed AvW/JK - safer recruitment KB NSPCC safer recruitment LA - welcome to Governance x2 TI - safeguarding Spring term SH - share the training list</p>	
AOB			<p>Canon Acton passed away. School liaising with parish to be involved in funeral arrangements 28/12 5pm received to church 6pm Mass</p>	

			<p>29/12 11am requiem Mass</p> <p>Would like as many Gobs to attend as possible</p> <p>Copy of letter to go to all Gobs</p> <p>Gobs invited to school events in coming weeks - email sent by SH</p>	
Date of next meeting:	<i>Tuesday 28th March 2023 at 5pm</i>			