



## Minutes - FGB Meeting 27th September 2022

**Committee Members:** Kate Blom (Chair) Therese Lord (Vice Chair), Janine Kenna, Phillip Gilbertson, Frank Huidobro, Daren King, Alain Van West, Deborah McCann.

**Apologies:** Mansoor Ahmad, Sophie Poole (*see minutes re SP*)

**No Apologies:** Adrian Benedict, Fr Matthias (*see minutes re Fr.M*)

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

### ACTIONS:

- **SH - Code of Conduct to be read and signed by all Governors**  
Organise WhatsApp group for urgent/informative contact only  
Clarify with Diocese who Parish representative can be  
Send Gov training information to KB  
Send NSPCC Safer Recruitment training course link to KB  
Skills Audit to be sent to all Governors
- **JK - Governors handbook to be updated**  
Follow-up with CL for minutes from last FGB (July 2022)  
SDP in to Google Drive  
'OFSTED Ready' folder - docs to be added
- **ALL - complete Skills Audit (DK to try to obtain updated audit document)**
- **GT - Send Declaration of Interests (Governor version) to all governors**  
'OFSTED Ready' folder - docs to be added
- **KB - Chair of SEW & QofOPs to be confirmed**  
Attend Safer Recruitment training
- **FH - Source recent Skills Audit form (*DK also*)**
- **DK - Website compliance review**  
Attend Safer Recruitment training  
Source recent Skills Audit form (*FH also*)
- **AvW - Attend Safer Recruitment training**

Standard Agenda	Specific items to be covered	Lead	Minutes	
<b>Apologies</b>	<ul style="list-style-type: none"><li>• Any changes to be noted.</li></ul>	KB	MA - apols AB / FrM - no apols	
<b>Election of Chair/Vice Chair</b>	<ul style="list-style-type: none"><li>• To elect a Chair and Vice Chair for the Governing body</li></ul>	SH	KB nominated as Chair - left the room and was confirmed as Chair for 22/23 TL nominated as Vice Chair - left the room and was confirmed as vice Chair for 22/23	

<b>Annual declarations and register of interests</b>	<ul style="list-style-type: none"> <li>Completion of forms (link sent via GT)</li> <li>Governors Code of Conduct</li> <li>Governors Handbook</li> <li>Governors Skills Audit</li> </ul>	KB	Code of Conduct - signed by all present Handbook - will be updated TBA <b>(JK)</b> Skills Audit - In Google Drive - ALL TO COMPLETE Communications - WhatsApp - to be set up <b>(SH)</b> Declaration of Interests - GT - GOV ONE TBA <b>(GT)</b>	<b>JK SH GT</b>
<b>Safeguarding</b>	<ul style="list-style-type: none"> <li>Annual safeguarding refresher training - reminder, review and update</li> <li>Ratification of updated safeguarding policy</li> </ul>	JK	Link for Safeguarding training sent to all Gobs by SH - Must be completed by 01/10 Ratification of Safeguarding policy - ( <i>typos tba</i> ) - Statutory requirement covered <b>AGREED by Gobs</b> Queries from DK regarding the safeguarding policy to be raised to Ian McGraw (Merton LA) as it is a standard policy template from him Gov visit form - please complete following visits Safeguarding was item addressed during Governors day in gov - staff/ pupils receive regular training with additional training for gobs	
<b>Actions arising and minutes of meeting held on 12/07/2022</b> <ul style="list-style-type: none"> <li><b>Agreed and signed</b></li> <li><b>Action points</b></li> </ul>	<ul style="list-style-type: none"> <li>Minutes from the meeting held 12/07/22 to be agreed and signed</li> <li>Any actions arising from FGB 12/07/22</li> </ul>	KB	JK has not received the minutes from last FGB from CL (have requested them numerous times) As the FGB was virtual there may be a recording of the meeting Minutes outstanding - will review with CL <b>FGB Minutes on website - all up to-date</b>	<b>JK</b>
<b>Governing Body membership update</b>	<ul style="list-style-type: none"> <li>Any updates or changes to Governing Body membership</li> </ul>	KB	SP has resigned- Thanks expressed to Sophie for her time and commitment Available posts - Foundation / Staff / Parent (x2) Parent Gov - 7 nominations received <b>SH to check with Governor Support</b> re the election and the second post which becomes available in Nov. If any nominations from parents are practicing Catholics would they be potential as foundation gobs. Is it an option for the runner-up parent to 'shadow'? TL - standing down as vice chair at end of academic year - will remain until after OFSTED Discussion around FrM attendance at FGB meetings. What/Who does the representation from Parish have to be? <b>CLARIFY FROM DIOCESE</b> Chair of SEW reqd as SP resigned - <b>TBA KB</b> Other committees remain unchanged until new Gobs arrive FH - would like to stand down as chair of QofOPs for the purpose of succession planning and for fair and open scrutiny - <b>TBA KB</b>	<b>SP KB</b>
<b>Headteachers Report</b>	<ul style="list-style-type: none"> <li>21-22 performance data</li> <li>SDP priorities 22-23</li> <li>SEND</li> <li>Admissions / Attendance</li> <li>Staffing update</li> <li>MATs update</li> </ul>	JK/CE	VERBAL REPORT GIVEN <b>CE</b> Performance Data - returned fully last year 21/22 Documents can be found in Google Shared drive - FOLDER: GOV - QofEd - Assessment Published data - shared data: EYFS - strong - 3yr trend (covid gap) GLD - significantly higher than last national average Phonics - good result given cohort challenges January 2022 Little Wandle EYFS started - Yr1 later in the year. Definitely had an impact.	

			<p>Yr2 - retest of those not achieving in Yr1 - will be targeted in Yr3</p> <p>Yr3 - Fisher Family Trust (FFT) figures 2022</p> <p>Reading - 88% Greater Depth good - well above national</p> <p>Maths - national combined figure has dropped</p> <p><a href="https://drive.google.com/file/d/1LyFjuAZjGp8wSqGgJsHQgH330TJH0CU4/view?usp=sharing">https://drive.google.com/file/d/1LyFjuAZjGp8wSqGgJsHQgH330TJH0CU4/view?usp=sharing</a></p> <p>KS2 - Yr6 - strong performance given challenges of the cohort</p> <p>Greater depth in some subject areas</p> <p>Combined figures peaking (71% exs)</p> <p>This data is available on the website</p> <p>Papers were fair last year - unsure if this will be the same for coming year</p> <p>Writing has been shown to have the greatest covid impact. Progress: 0 = National anything +ve is good</p> <p>FFT - KS1 &amp; KS2 reports</p> <p>Available early July - good to track and breakdown sub-groups for greater analysis</p> <p>Individual pupils identifiable via the report</p> <p>Internal data monitoring</p> <p>Data drops - end of each term - will look at and analyze</p> <p>Pupil Progress Meetings taken place - give opportunity for more in depth discussion and analysis</p> <p>OFSTED inspection - will look at PROGRESS rather than data</p> <p>TL: proposed a possible short video from JK explaining how to analyze the data as Parent group on Governors day expressed feeling that they don't know enough about where their child is</p> <p>Also asked about 11+ exams and what school support is for this; School will not promote selective education</p> <p>Discussion around Age v Curriculum data results</p> <p>Age related expectations - are what we use</p> <p>Sense that too much information can create a sense of panic and worry to parents</p> <p>16:47 - TL - left the meeting</p> <p>11+ exam - school would not promote selective education</p> <p>Internal data end of term</p> <p>Blue box on document is Yr2 &amp; Yr6 2022 SAT figures to enable comparison</p> <p>All other figures are teacher based</p> <p><a href="https://drive.google.com/file/d/1jUY7ybuY5V5o34IA-CXHz9_6VTjDSiX0/view?usp=sharing">https://drive.google.com/file/d/1jUY7ybuY5V5o34IA-CXHz9_6VTjDSiX0/view?usp=sharing</a></p> <p>Current Yr4 and Yr5 - greatest need across all areas - including core subjects</p> <p>Gender split in some curriculum area very apparent</p> <p>PP gaps recognised in Yr2 &amp; Yr5. However PP data set is very small in many year groups</p> <p><b>JK</b></p> <p>SDP Priorities -</p> <p>3 main priorities: Broad and rich curriculum / high aspirations for all pupils / finance</p>	
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			<p>Core curriculum - return to Principles of Mastery teaching All pupils gain full access to curriculum regardless of level SDP will be put in drive after the meeting - JK</p> <p>Finance Income / lettings / MATS / staff structure - all impacting on finances</p> <p>OFSTED READY FOLDER - Docs will be put in there JK/GT</p> <p>SEND Merton LA - safety valve been in place for number of months now Money granted to LA cover deficit and LA have to respond with action plan around reducing debt Number of EHCPs in Independent provision outside of Merton - light Ordinarily Available Provision (OAP) - how good is what you provide? SJF - continuing to struggle with high levels of need especially in EYFS @ KS1 No to assess response from applications for EHCPs - <i>(SJF pushing back a lot of these decisions)</i> Can't see it getting any better - parents financial investment very high in trying to get some cases moved High impact - staff time All schools feeling crisis point SEMH x1 provision in Merton</p> <p>Nursery: The present cohort is very difficult with a high level of needs. Some of these complex Support needed pm in nursery - financial impact YrR: (Nonverbal child needs 121) Staff under immense pressure to support the high level of needs Appears to be national issue and subsequent impact of Covid restrictions This cohort with high level of needs will travel through the school</p> <p>Admissions and Attendance Full in YrN &amp; YrR 439 on roll - broadly in line with Sept '21 12 vacancies across school Census on 06/10 86% Catholics 11 on waiting list for Reception (according to Merton LA SAM) Attendance 97.4%</p> <p>Staffing Update 1 x new teacher started Yr4 class Sept. 2nd year ECT. Adapted Teaching &amp; Learning Assistant (TLA) roles to suit pupil needs and new TLA in Yr4 following EHCP RB (Extended Services Manager) has resigned - will leave 05/10. Position has been advertised. Will cover internally with existing staff member (ST) in the interim but hope that change to extended service provision (to become term time only) will bring increased applicants</p>	
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			<p>FFC Summer holiday club was found to be very demanding. Not sure if holiday provision is financially viable - may look to offer site to external providers.</p> <p>MDS positions available - interviewing w/c 03/10</p> <p>Working with St Georges and Cricket Green - <i>Project Search</i> - to support possible employment of an adult with learning disabilities in the school</p> <p>MATS No change since June. Angela Cox interim director (from Leeds) NEU - communications - seem to be trying to raise action The Spirit Trust group continues to work together and will support each other as a group while the Diocesan 'pause' in place. Reintroducing peer reviews. Looking to challenge and hold other schools within the group to account whilst providing support. Very strong group with strong relationships</p>	
<b>Compliance</b>	<ul style="list-style-type: none"> <li>Website compliance including policies</li> <li>School's complaints policy</li> <li>HTs appraisal</li> <li>Teachers pay &amp; conditions</li> <li>School closure data</li> <li>Educational visits</li> </ul>	JK	<p>COMPLIANCE SP was responsible for website to check compliance - DK happy to take on School Complaints Policy - CHECK DATES etc</p> <p>HT appraisal - DATE SET Nov 16th. Paul McGivern, Merton LA will be at school. JK will coordinate zoomlinks for others involved.</p> <p>Teacher pay and conditions - lots in the national press. Staff have made inquiries Up to 10% - support staff, 5% - teachers - only proposals - all unfunded Information will come through to QofOPs and Pay Committee when it has been received</p> <p>SCHOOL CLOSURE DATA Inset days - on website 2023/24 - term dates will be set before half term</p> <p>TRIPS Recent Yr4 residential trip - all pupils attended despite apprehension. Great success. Parents expressed concern about the costs of these and other school requests Swimming costs increased when the style of lesson changed - parents queried the increase. JK raised concerns with Merton Pool regarding provision times and allocation or preferred options. We have one class finishing a lesson at 3pm - then still have to get back to school</p> <p>Do we still get sports funding? Yes - but this cannot be used for swimming - only Yr5/6 top-up lessons</p>	
<b>Governor training</b>	<ul style="list-style-type: none"> <li>Governing training programme</li> </ul>	KB SH	<p>Safeguarding training - please complete by the 1st October. See email sent from SH</p> <p>New Gobs must attend safeguarding briefing with Inclusion Manager (CH)</p> <p>Safer recruitment for Gobs - JK, AvW, KB, DK to attend training As the LA Governor training is during the day alternative is the NSPCC course (link</p>	<p>JK AvW KB DK FH SH</p>

			below) <a href="https://learning.nspcc.org.uk/training/safer-recruitment-education">https://learning.nspcc.org.uk/training/safer-recruitment-education</a>  Skills audit to be sent to all governors SH - FH/DK to source possible updated version	
<b>AOB</b>	<ul style="list-style-type: none"> <li>Governor visits 22/23</li> </ul>	JK/KB	<p><b>Parent Group Feedback</b>  Happy to have been invited and talked to  Feedback - communication not always meeting needs  Performance data - homework - assessment - would like more information  Proposed feedback on child - twice half term  <i>17:25 AvW left the meeting</i>  YrN - provide a weekly roundup on GoogleClassroom (already in place)  Post pandemic parental concerns are significantly higher  Poss Meet the teacher style evening for Nursery - after half term? Letter to go out with main school letter once JK has discussed with Nursery staff  Academic concerns far higher than wellbeing concerns from parents  <i>17:30 PG left the meeting</i></p> <p>KB - would like to thank all staff esp focus groups for their support on Gobs day  JK - would like follow-up meetings/visits re some of the themes discussed (i.e. maths) if possible before the end of the term whenever Gobs are available</p> <p>GoogleDrive will be main portal for Governor admin but lgfl emails still used</p> <p>Solar Panels (CE)  Spoken to Diocese link - all progressing  Urgent meeting held at Diocese on 27/09 to look at the solar panels  Have advised that we are still interested  Do we have to wait for the Diocese? - no.  CONTRACT TERMS - specific questions re the contract raised when on the call  no responses received yet  Agreement that we should agree in principle - then review contracts again</p> <p>Green Wall starting this week</p> <p>Funding forms to be signed by KB/FH/PG</p> <p>Meeting ended at 5:35pm</p>	
<b>Date of next meeting:</b>	<b>THURSDAY 8TH DECEMBER 5PM @ SJF</b>			