



*"We learn together, we play together, we pray together, we grow together
in the love of God"*

**MINUTES OF THE GB MEETING HELD
ON
THURSDAY 14TH JULY 2022 at 7PM
AT ST THERESA'S SCHOOL**

MEMBERS

FOUNDATION GOVERNORS (7)

*Fiona Kerin (FK) **Chair**
*Christine Fleming (CF)
*Fr. John Dermody (JD)
*Gerry Costello (GC)
*Jane Goring (JG)
2 vacancies

LA GOVERNOR

*Liz Cormack (LC) **Vice Chair**

STAFF GOVERNORS (2)

*Barbara Costa - Executive HT (BC)
*James Troy – Head of School (JT)

PARENT GOVERNORS

*Nick O'Donnell (NO'D)
*Halina Gibson (HG)

Also in attendance

*Helen Holloway - Clerk

*denotes member present / ^denotes member absent

PART 1

1. OPENING PRAYER / WELCOME

1.1 The meeting commenced with an opening prayer. The Chair welcomed everyone to the meeting.

2. APOLOGIES FOR ABSENCE

2.1 There were no apologies for absence.

3. LATE ITEMS AND ORDER OF BUSINESS

3.1 SEN Report from the link governor.

4. DECLARATIONS OF INTEREST

4.1 There were no declarations to note.

5. GB MEMBERSHIP

The Clerk informed the GB the term of office for three foundation governors (Fr.JD; CF and JG) expires on 31.8.2022. The clerk is overseeing the administration process for reappointment.

6. MINUTES AND MATTERS ARISING FROM THE PREVIOUS MEETING

6.1 The GB **APPROVED** the minutes of the previous meeting held 17th May 2022 as an accurate record. The Chair signed the minutes at the meeting. The signed minutes were left with the EHT at the school for filing.

Matters Arising from the previous meeting not on the agenda:

6.2 School Mission Statement – This action was carried forward from the previous meeting. The GB **AGREED** the HOS will circulate the School Mission Statement to the GB and the item will be carried forward to the first GB meeting in the autumn term.

ACTION: HoS

7. HEADTEACHER'S WRITTEN REPORT

7.1 The HoS circulated the KS2 data to the GB ahead of the meeting

KS2 School Data:

	Barnet National Average	2022 results
Early Years	65%	15/21 children passed 71%
Year 1 Phonics	76%	18/24 passed 75%
Year 2 KS1 SATS	55%	14/30 passed 47%
Year 4 Multiplication	/	24/29 passed 82%
Year 6 KS2 SATS	59%	25/29 passed 86%

Combined R,W,M: 4/29 passed 14%

Maths and Reading: 45% greater depth
SPAG: 48% greater depth

7.2 The HoS reported the Year 6 results are very good. Next steps will be for the SLT to review the value added and individual pupil progress from KS1 baseline assessment to KS2.

7.3 The HoS reported the KS1 (Year 2) results are concerning. It was acknowledged there was no baseline data to use as a benchmark due to school closures during the national lockdown.

A full discussion took place about the Year 2 results (See Part 2 minutes)

7.4 A governor asked when the Year 6 results would be communicated to the wider community. It was confirmed the results will be published to the school community once they are confirmed with national data which will be in the autumn.

8. SCHOOL IMPROVEMENT PLAN (SIP)

Teaching and Learning will be the main focus on the SIP next year. The draft SIP will be circulated to the GB in the autumn term.

ACTION: EHT

9. COMMITTEES

The following reports were received from each committee:

9.1 RE and Spiritual Life Committee

CF reported on the recent summer term RE Committee meeting:

Highlights included:

- i. Flick, the new Diocesan advisor visited the school on 3rd May 2022 and moderated pupils' books.
- ii. The new RE framework is in draft.
- iii. The RE lead reported the Diocesan advisor happy with the way the teachers are getting on with the RE work.
- iv. Margaret Carswell visited for a staff training event.

Areas proposed for inclusion in the SIP are:

- i. RE Inspection feedback stated Pupil led collective worship will be a focus for next year.
- ii. New RE framework to be incorporated.

9.2 Finance and Resources Committee

9.2.1 Fr JD reported. The minutes of the recent Finance and Resources Committee meeting will be posted on Governor Hub.

ACTION: Chair of Resources

9.2.2 The CoG reported the EHT and CoG met with Neil Marlow, Director of Education, Barnet, the Chief of Finance in Barnet, and Sue (Barnet finance support). During the meeting it was confirmed there is no money available from the local authority to support schools. It was advised the school budget is pared right down and the revised budget presented along with a debt recovery plan to the finance team.

9.2.3 Sue, (Barnet finance support) is visiting the school on Wednesday 20th July to re-draft the budget plan for 2022-2023 with additional budget cuts.

9.2.4 The independent financial review conducted on behalf of the Diocese of Westminster is ongoing and information being forwarded to the financial advisor.

9.2.5 It was reported the Building Maintenance Fund has a balance of £4,900. It was announced that recent fundraising bar-b-cue at the weekend raised £3,100. The Chair, on behalf of the GB, thanked the parents for all their efforts.

9.3 Wellbeing Committee

LC reported.

During the recent Wellbeing Committee meeting the committee:

- i. Reviewed and approved the Wellbeing Policy. All staff have been consulted and their feedback received.
- ii. The HoS gave a verbal report to the Committee and it was noted there have been some improvement on pupil attendance.
- iii. More in depth analysis will take place in relation to attendance and impact on attainment.
- iv. Lots of monitoring on school behaviour scheme to ensure it is being applied consistently across the whole school.

- v. Noted there are still concerns on the speed of update on the Single Central Record.
- vi. Joint safeguarding training opportunity for staff from both schools on 5th Jan 2023. Governors are also invited to join the training.

9.4 Curriculum and Achievement Committee

9.4.1 KS2 Results – See item 7

9.4.2 SIP focus on writing and phonics.

9.4.3 Subject leaders to be appointed for every subject.

9.4.4 Reading phonics curriculum will help inspiring children to write in different styles. The Head of School will be giving a presentation to staff. Geraldine Pears will be revisiting the school in the first few weeks of September and writing will be the focus.

9.4.5 Staff appraisal reviews will take place on Monday 18th July 2022.

9.4.6 Maths competition organised by the Head of School and it was reported there has been a good response from the pupils.

9.5 CAT sub-Committee

The work of the CAT sub-committee is completed and their final report submitted to the GB for the EGB meeting held on 27th June 2022.

9.6 SEND REPORT

The SEND link governor (HG) report was circulated to the GB ahead of the meeting. It was noted there is a higher percentage of children in need. All Teaching Assistants are on board with several intervention programmes. Neil Marlow is to explore if there is additional funding available as high level of SEN need in the school.

10. POLICIES FOR APPROVAL

10.1 All policies were reviewed and approved in their committees ready for presentation to the GB for ratification.

The following policies were **AGREED** by the GB:

- Wellbeing Policy

11. CHAIRS ITEMS

11.1 The CoG has written to the Diocese of Westminster advising of the results of the EGM meeting and awaiting a response.

11.2 The Chair of Governors, invited expressions of interest via email from those wishing to join the working party joint committee. **ACTION: GB**

12. SAFEGUARDING

12.1 The Safeguarding Link governor (JG) visited the school on 8th July 2022 and a written report was circulated to the GB.

It was noted:

- The SCR is much improved as training has been given to the member of admin staff.
- The number of Child Protection referrals are increasing.
- Pupil record keeping is being managed on the electronic system.
- New KCSIE is now available in draft format
 - o There is a bigger emphasis on safeguarding.
 - o New staff must be trained immediately on safeguarding issues.
 - o Recruitment procedures will now involve checking applicant's online presence on social media.
- All governors reminded to keep their safeguarding training up-to-date. The Head of School keeps records of staff training.
- RSE questionnaire to parents has not been sent out.

12.2 A query arose about whether the survey of pupils and parents and their safety at school is completed. The EHT reported a pupil questionnaire was completed and pupils were asked:

"Pupils know who to talk to" Response. 52.9% said 'yes', always
33.8% said 'yes', often
10% said 'yes', sometimes
Others rarely.

"If pupils are sad or worried they know who to talk to" Response: 84.8% said 'yes'.

It was **AGREED** the feedback from the pupil questionnaire is fed back to the Wellbeing committee for review in the autumn term.

12.3 It was noted the RSE questionnaire to parents has not been sent out.

12.4 A suggestion was made to link the parent questionnaire in future with parent consultations at school. It was proposed the questionnaire link could be added to phones so parents could complete the questionnaire whilst waiting to speak with a teacher.

12.5 The EHT reported no bullying, racist or homophobic incidents since the last meeting.

13 GOVERNORS TRAINING AND VISITS

13.1 GOVERNORS' TRAINING – SUMMER TERM 2022

TRAINING COUSE	ATTENDEE
Safeguarding Training	JG
Financial Opportunities	FK

13.2

VISIT	ATTENDEE
New parents meeting summer term	FK and LC
SEND Link Governor visit	HG

All governors were encouraged to visit the school next academic year. An agreed visit protocol and a schedule of school visits will be organised so every visit has a focus.

14 CORRESPONDENCE

Governors were reminded that the deadline for submission of the Self Evaluation of the GB to the local authority is Friday 15th July 2022.

15 FUTURE GB MEETINGS 2021-2022

Next meeting: TUESDAY 27th SEPTEMBER 2022 at 7pm

16 ANY OTHER BUSINESS

16.1 Concern was raised about the timing of committee meetings in line with data drops at school and the budget returns to the local authority. The HoS has the annual dates for all data drops and will forward to the Clerk so the GB annual plan of GB and Committee meeting dates can be revisited and where necessary dates rescheduled.

ACTION: HoS

The chair thanked everyone for attending the meeting.

*Part 1 meeting ended at 9.05pm.
Part 2 follows.*

Signed: _____ Date _____:

Chair of Governors

SUMMARY OF AGREED ACTIONS – GB MEETING 14th JULY 2022

Minute ref.	Action	By Whom
6.2	This action was carried forward from the previous meeting. The GB AGREED the HOS will circulate the School Mission Statement to the GB and the item will be carried forward to the first GB meeting in the autumn term.	HoS / Clerk agenda item Aut1 - 2022
6.4	After a full discussion the GB AGREED it was not the right time to make changes to the school day; however the GB did agree to revisit this proposal for shortening the school day again in September 2022.	GB/Agenda item Autumn '22
8	The draft SIP will be circulated to the GB in the autumn term.	EHT Aut1 - 2022
9.2.1	The minutes of the recent Finance and Resources Committee meeting will be posted on Governor Hub.	Chair of Resources
11.2	The Chair of Governors, invited expressions of interest via email from those wishing to join the working party joint committee.	GB
16	The HoS has the annual dates for all data drops and will forward to the Clerk so the GB annual plan of GB and Committee meeting dates can be revisited and where necessary dates rescheduled.	HoS