



An Daras Trust
Igniting Curiosity Growing Capabilities

St Catherine's Church of England School

Moorland Road

Launceston

Cornwall PL15 7HX

Tel: 01566 772198

Email: aculum@andaras.org

Executive Head Teacher – L Hussey

Head of School – P Warner

Chair of Governors – B Maguire

8/5/24

MINUTES

Extra-Ordinary Meeting - Summer 2024

Local Governing Board: St Catherine's CofE School

Tuesday 7th May 2024 / 1.30 pm at the school

1. Welcome and Apologies

Present: Brendan Maguire (Chair), Pippa Warner (HoS), Emma Bending, Natalie Pankhurst, Naomi Smith

In Attendance: Louise Hussey (EHT), Ann Cullum (Local Governance Officer)

Apologies: John Sanders, Sally Powell.

2. Opening Prayer

PW opened the meeting with a prayer by the Rev. Jane.

3. Declarations of Interest Relevant to this Agenda

Pecuniary Interests form received from NP. No other declarations of interest.

4. Governors

Chair succession – BM will be resigning at the Summer LGB Meeting. LH shared that the Trust is looking at governance overall and it is likely that school hubs will be created. It is being considered that St Catherine's will form a joint governing body with Lew Trenchard, obviously with the right balance of governors from each school in the hub **When will this happen?** At the moment it is still in the discussion stage.

The governors agreed to appoint Natalie Pankhurst as a new Parent Governor for a 4-year term ending 7th May 2028. A governor role will be assigned to NP at the next LGB meeting.

5. Confirm Minutes of LGB Spring Meeting (5th March 2024) and Matters Arising

The decision was made to accept the minutes as a true and accurate record of the last meeting and the Chair signed a copy.

- **Monitoring Visits and Working Group** – to be discussed in item 8
- **Governor Training** – to be discussed in item 8.

6. Ofsted Update

The Ofsted inspection is expected, although LH feels that this is not going to be immediately. Deep dives in English and History are continuing. Neil Swait (Trust Improvement Officer) visited the school and conducted a deep dive in Early Reading; his only comments were to continue with the tutoring. These visits are completely separate to NS's Ofsted work and don't feedback to Ofsted. Ofsted will be stopping deep dives after September. St Catherine's is due an upgraded inspection which will be a 2-day visit with one Inspector.

7. Data and AIP Progress

Everything is going very well with improvements in all areas. **How are the children dealing with the SATs exams?** Generally this is going well but there are 4 absent children. **Is there a platform to make special consideration for the absent children?** As there are no progress markers this year, special consideration may not make any difference. LH will look into this after the tests. Data is a huge part of the Improvement Plan. A new Capabilities book has been produced, which focuses on Wisdom and Skills. Rebecca Brewer (Year 1 Teacher) has been into school to work with new teachers. The budget is going to be tighter, but this is the same for all schools nationally. **Will there be more money available as we are taking on three more schools?** Not really, although funds will be allocated differently.

LH shared confidential staffing matters which are recorded separately in Confidential Minutes.

The Parent, Pupil and Staff Surveys were all very positive and have been shared with the governors along with LH's responses. LH has allocated some funding to the school clubs as the school doesn't ask parents to fund staffing for these, although donations are requested for materials. The budget for school trips is in deficit but these can be expensive for parents, especially where there are two or three siblings in the school. BM and MY offered to help with a trip to Launceston Castle. Beth Wooley (HLTA) is running five after-school clubs and is very enthusiastic. **MY suggested funding may be available through the Orchard Trust and will look into this. Are the clubs popular with the pupils?** Yes, although KS1 has a lower uptake. Clubs do make it a long day for the younger children, which is especially noticeable in the first two terms. The clubs last for an hour. The school has listened to parents' requests for a pre-school club for Reception children. Timings of the Breakfast Club have been amended, as requested by parents. About 35 children attend the Breakfast Club. A few parents weren't happy with the communications and information being on Dojo. PW and LH clarified that this is a far more effective medium than attempting to send letters home with the children. LH has spoken individually to children who commented on the surveys, so these children know that their comments have been read and considered. In response to pupils' requests the Council has funded new play equipment. School dinners are now provided by Aspens and LH has liaised with the manager regarding the pupils' comments about the food. **Security was mentioned in the pupil and parent survey - is there a 'Lockdown Policy'?** Yes, a notice is on all the classroom walls and in the staff room. The school is unable to lock the main gates due to visitors and deliveries. A fire drill is held every term and a "walk-thru" fire drill takes place at the Breakfast Club.

8. Governor Monitoring and Training

Monitoring Visits and Working Group

- Improvement Plan Review – discussed in item 7
- **Next likely Improvement Plan priorities - carry forward**
- **PPG impact and provision for next year (LH/JS) – to take place next week – carry forward**
- **PE impact and provision for next year (BM) – to take place later this term – carry forward**
- **Safeguarding - S157 has been submitted and a full SCR check has been completed – everything is in order and compliant. MY will make a Safeguarding visit later in the term – carry forward.**

Governor Training

Prevent – SP 25/4/24

GDPR – MY 21/1/24.

Governor Training Overdue – to be completed as soon as possible

- **JS to renew the 3 modules of Cyber Security Training and also GDPR training**
- **JS & NS to take local governance training.**

Governors to Email copies of training certificates to AC so that records can be updated.

JS to return Skills Audit and register with GovernorHub.

Chair's Meeting with CEO

The Chair had a very positive meeting with the CEO. St Catherine's is in a very good place and the CEO had nothing but praise for the school.

9. Policies for Approval

The SEND Policy is due for review at the next LGB meeting for publication on the school website in September.

10. Any other Business

None.

11. Date of Next Meeting

The date of the next meeting is Tuesday 2nd July 2024 at 5.00pm

The meeting finished at 3.30 pm.

Ann Cullum

Local Governance Officer

Distribution List:

Brendan Maguire	– Chair/Foundation Governor	Will Hermon	– CEO
Pippa Warner	– Head of School	Steve Tavener	– Chair, Trust Board
Margaret Young	– Foundation Governor	Louise Hussey	– Executive Head Teacher
Emma Bending	– Co-opted Governor		
John Sanders	– Parent Governor		
Naomi Smith	– Co-opted Governor		
Sally Powell	– Staff Governor		
Natalie Pankhurst	– Parent Governor		