

**GOVERNING BODY FOR ST CATHERINE'S CATHOLIC PRIMARY SCHOOL**

**MINUTES OF A VIRTUAL MEETING**

**HELD ON MONDAY 21 FEBRUARY 2022**

**GOVERNING BODY MEMBERSHIP**

<b>Name</b>	<b>Governor Type</b>	<b>Term End</b>	<b>Present/Apologies/Absent</b>
Alessia Errico (Chair)	Foundation	31/8/24	Present
Sylvia Lehrian (Vice Chair)	Foundation	31/8/24	Present
Fr John McKenna	Foundation	31/8/25	Apologies
Francesca Giacon	Foundation	31/8/24	Present
Peter Moger	Foundation	31/8/25	Apologies
Peter Collins (Vice Chair)	Foundation	31/8/24	Present
Fr David Pember	Prospective Foundation	n/a	Apologies
Vacancy	Foundation		n/a
Gordon Fisher	Local Authority (LA)	13/1/25	Present
Julie Burke	Parent	6/3/23	Present
Liz Reeve	Parent	16/5/22	Present
Liam Fitzpatrick	Parent	17/12/23	Apologies
Maureen Kelly	Staff (Headteacher)	n/a	Present
Úna McAuley	Staff	7/6/22	Present
<b>Non-Voting Attendees</b>			
Marc Boucherat	Associate Member (Committees)	24/11/23	n/a
Holly Evans	(Interim Deputy Headteacher)		Present
Nicki Whatley	(Interim Deputy Headteacher)	n/a	Present
Sheila Bennett	Clerk		In Attendance

**PART I**

The meeting opened in prayer.

**22/01 WELCOME**

The Chair thanked everyone for their attendance via Microsoft Teams.

**22/02 ACCEPTANCE/NON-ACCEPTANCE OF APOLOGIES OF ABSENCE**

Apologies for absence had been submitted and were accepted from Father John, Father David, Peter Moger and Liam Fitzpatrick.

**22/03 DECLARATION OF PECUNIARY INTERESTS IN THE CURRENT AGENDA**

There were no declarations of pecuniary interests in the business to be discussed.

**22/04 MINUTES OF THE MEETING DATED 2 DECEMBER 2021**

The minutes of the Governing Body meeting held on 2 December 2021 were **CONFIRMED** as being a fair reflection of it.

22/05 **MATTERS ARISING**

The Chair checked through the action points in the minutes not yet completed or dealt with elsewhere in the agenda:

*21/82 Matters Arising: Annual Register of Business Interests* The Clerk had emailed those Governors who had yet to complete this form to do so as soon as possible.

*21/90 Governor Training* The Chair confirmed that all Governors had been sent the training register for updating.

22/06 **REPORT OF THE HEADTEACHER**

The Headteacher would be presenting her report to Governors at the second spring term Governing Body meeting.

22/07 **PUPIL PREMIUM**

Peter Collins said that he and Francesca Giacon would have their regular meeting with Holly Evans, Pupil Premium Lead, later in the term.

Holly Evans confirmed that the Pupil Premium Policy and Strategy had been published on the website, as required, by 31 December 2021. The review of outcomes for children in the Pupil Premium category for 2020/21 had also been included. This review would be discussed in depth with Peter Collins and Francesca Giacon at their next meeting.

22/08 **SPORTS PREMIUM**

Liz Reeve had met Nicki Whatley, the Sports Premium Lead, before half term. They had discussed the Sports Premium Policy that Nicki Whatley had written, to be published on the website. This very comprehensive policy showed the amount of PE and Sports Premium grant received, together with a full breakdown of how it was being spent. The impact on the pupils' PE, physical activity, sport participation and attainment, including the percentage of Yr 6 pupils able to swim competently, would also be available on the website.

Liz Reeve spoke about the diverse range of sports clubs available to the children. These were very popular, especially with the younger age groups. She explained that Nicki Whatley did not want to simply duplicate the most popular clubs; she aimed for variety so that those children not interested in team games could experience other sports. Examples of these were dodge ball, golf and archery. It was hoped to introduce curling next term.

The climbing frame in the Nursery would be replaced over the Easter break, ready for the children in the Early Years Foundation Stage (EYFS) to use in the summer term. Liz Reeve also spoke about the popularity of the trim trail, which was used by the children in many different ways.

Governors heard that the PE specialist, Albert Reilly, had gone through the PE curriculum to map the activities for each half term. He was introducing the children to inspiring athletes, so that when it was wet, they could have a linked PE lesson to study the careers of inspirational sports people. He was ensuring that this initiative would cover a wide range of activities inclusive of race, gender and disability.

Governors congratulated the School, and Nicki Whatley, on achieving the Healthy Schools London Silver Award. Liz Reeve said that the aim now was to achieve the Gold Award.

**QUESTIONED** on how this would be achieved, the Headteacher explained that the impact of the Silver Award had to be sustained. The School was identifying an action plan on how the emotional health and wellbeing of the staff and pupils would be improved. Four pupils and two members of staff would be tracked to show how this aim would be fulfilled.

**QUESTIONED** on the benefits of these awards to the School, the Headteacher said that this award recognised that the School was prioritising a wide range of activities to help address the physical and mental health of the children and staff. Mental health and wellbeing was now being specifically promoted to support them further holistically. This approach emphasised to the community the significance and importance the School placed on the development of the whole child, rather than merely their academic results.

The Chair wished to record thanks to Nicki Whatley and the children for their hard work in achieving this award.

## 22/09 **SAFEGUARDING, ON-LINE SAFETY & GENERAL PROTECTION REGULATION (GDPR)**

Sylvia Lehrian, the Safeguarding Governor, spoke about the meeting that had taken place last term on 9 December 2021.

Covid-19 She highlighted that the Headteacher continued to give staff and parents regular updates on the constantly changing situation relating to the Covid-19 pandemic. The focus was now on improving the psychological health, resilience and the wellbeing of pupils and staff. This would be easier to achieve now that pandemic restrictions were being lifted.

Surveys Governors had discussed the encouraging results of surveys recently carried out. The parental survey results had been very positive, and were published on the website. The staff survey had also shown a positive response. The children's survey had shown that they were very happy and felt safe to be in school.

**QUESTIONED** on whether the staff survey results would be shared in detail, the Headteacher said that this survey would be considered at the next Catholic Life, Learning & Achievement and Resources Committee meetings, rather than by

email. The Vice Chairs confirmed that they had already looked at these results in depth.

**QUESTIONED** on the Hands Up Survey for the children, the Headteacher emphasised the importance of the Pupil Voice, and said that it was hoped this would take place later in the year. Sylvia Lehrian added that pandemic restrictions had prevented Governors from regularly visiting and talking to the pupils as they had before.

The Chair congratulated the Headteacher and all the staff on the very encouraging results of these three surveys. She was pleased to confirm that no concerns had been raised.

Filters & Blocks on the Internet Sylvia Lehrian said that these limitations on access to the internet, in place for both pupils and staff, had been discussed. They were very effective in barring entry to unsuitable sites.

Single Central Record (SCR) Sylvia Lehrian confirmed that she had carried out physical checks of the SCR that term. The local authority (LA) had also, in the last few months, carried out comprehensive checks on the SCR. Sylvia Lehrian was pleased to confirm that everything was in order.

## 22/10 **REPORTS OF COMMITTEES**

### **Catholic Life**

The minutes of the meeting dated 28 January 2022 were noted. Arising from the minutes:

Nurseries Sylvia Lehrian, Vice Chair, thanked Úna McAuley for her work in promoting the Two-Year-Old Nursery through social media. Úna had also designed and distributed a very impressive flyer for local churches, shops, children's centres and public noticeboards. Governors heard that, at the end of April 2022, an open day for the Two-and Three-Year-Old Nurseries was planned.

Parental Engagement Governors were delighted to hear that parents were now able to attend Masses in school.

Microsoft 365 Staff were pleased to report that using this app was efficient, user friendly and saved them time.

### **Learning & Achievement**

This committee had not yet met.

### **Resources**

This committee had not yet met.

Performing Arts Hub The Chair spoke about the official opening ceremony of this new facility held on Thursday 3 February 2022. The children were very excited at the thought of using this impressive new building. All Governors had now had the opportunity of seeing it. Once a few more details had been completed, it would be ready for use. The Headteacher informed Governors that she would be contacting Barkers about the official handing over of the Performing Arts Hub building to the School.

Peter Moger and Gordon Fisher were both thanked for their vision and hard work in helping to create this fantastic space for the School.

Gordon Fisher gave an update on outstanding matters. He said that the audio/visual system needed to be installed and confirmed that some money was available for this. He and Peter Moger were in discussion with the Diocese of Westminster (the Diocese) to complete funding issues.

School Budget Gordon Fisher was pleased to confirm that the budget was being prudently managed and was on track. He and Peter Moger were happy with the Three-Year Plan projections. It was noted that the cost of the furniture for the Performing Arts Hub would come out of the budget.

Premises The Headteacher said that the fencing and the gates had been installed the previous week. A security system was expected to be installed for the side entrance to the Performing Arts Hub, the cost of which was not yet known.

### **Safeguarding**

The minutes of the meeting dated 9 December 2021 had been considered in detail earlier, under item 22/09.

## 22/11 **RATIFICATION OF POLICIES & TERM DATES 2022/23**

### **Pay Policy**

The Chair confirmed that this policy had been recently amended. Following consideration, the Pay Policy was **RATIFIED**.

### **Term Dates 2022/23**

The Headteacher said that the School had considered changing these dates to accommodate Epiphany. Following consideration, a decision had been made to keep the same term dates for 2022/23 that other community primary and secondary schools in Barnet, including those of the Catholic faith, had decided upon. Governors were aware that families found it difficult to cope if their children's holiday dates differed.

The Headteacher confirmed that these dates included 190 teaching days for the children, with five INSET days for staff.

Following this discussion, the term dates for 2022/23 were **APPROVED** by the Governing Body.

## 22/12 **GOVERNING BODY MEMBERSHIP**

### **Foundation Governors**

The process of appointing Father David Pember as a Foundation Governor was underway. There remained one further vacancy for a Foundation Governor.

## 22/13 **GOVERNOR TRAINING**

Governors were reminded to let Liam Fitzpatrick, Training Link Governor, know if they had attended any courses recently.

Peter Collins, Vice Chair, had attended the virtual Chairs & Vice Chairs Briefing on 3 February 2022. He was very impressed with the level of support provided by the LA to schools.

Sylvia Lehrian, Vice Chair, had attended the Diocese virtual meeting for Chairs & Vice Chairs which had been held on the same evening. The focus had been on the new RE Framework. Governors were reminded that schools would not be graded as Outstanding in future unless they were absolutely exceptional. The Diocese was also encouraging schools to consider academisation.

The links for online training courses were as follows:

Diocese training: <https://courses.rcdow.org.uk>  
Link to LA training: [www.bels.org.uk](http://www.bels.org.uk)  
The link for any LA course queries: [SDTUed.Admin@barnet.gov.uk](mailto:SDTUed.Admin@barnet.gov.uk)

## 22/14 **CHIEF EXECUTIVE'S SPRING TERM 2022 REPORT**

This report, from the Chief Executive of the Barnet Education & Learning Service (BELS), had previously been sent out to everyone. The following items were noted:

### **1 BELS Chief Executive's Message**

An update from Ian Harrison, Chief Executive, included information on his forthcoming retirement on 30 April 2022.

### **2 Achievement/Standards Update**

Attendance & Achievement for 2021 was given. This mostly related to Key Stages 4 & 5.

### **3 Barnet's Local Area SEND Inspection**

This inspection had taken place in January 2022 and the report would follow.

#### **4 School & Settings Standards Partnership Board Priorities 2021-22**

12 areas had been identified as priorities, including Early Years, Key Stage 1 achievement and Key Stage 2 Writing. Curriculum Intent, Implementation and Impact was also a priority.

#### **5 The Recovery, Reset & Renaissance (RRR) Project**

This project was being delivered through the following initiatives:

- Extra support from Learning Network Inspectors
- Compass for Life
- Extra BPSI consultancy time to support recovery
- Speech and Language Enrichment training

#### **6 Introduction to New Staff**

The list of new LA staff was noted.

#### **7 Elective Home Education Update**

Information on safeguarding elective home-educated children was noted.

#### **8 Post-16 Update**

Information on the Barnet Key Stage 5 programme for secondary schools was given.

#### **9 Prevent Duty Update**

The introduction of the Protect Duty, which was a responsibility placed on schools to have measures in place for protective security and preparedness for critical incidents, was noted.

#### **10 Libraries Update**

Information on this traded service was given.

#### **11 Governor Training Programme**

The forthcoming training courses for Governors were listed.

#### **12 Succession Planning**

The importance of Governors considering succession planning before the Chair stepped down was emphasised.

#### 22/15 **ANY OTHER BUSINESS**

There was no other business.

#### 22/16 **WHAT WAS THE IMPACT ON THE CHILDREN?**

This meeting had been focused primarily on the needs of the children:

- Children now had opportunities to celebrate Mass with their parents as the pandemic restrictions were being gradually lifted.

- Information on how children in the Pupil Premium, SEND and disadvantaged categories were being well supported by the School had been published on the website.
- Governors had discussed the diverse and exciting range of activities available to the children that had resulted in the School being granted the Healthy Schools London Silver Award.
- Positive results had been received from the recent surveys that enabled the children, parents and staff to express their views of the School. The focus on the Pupil Voice has been discussed.
- Governors had considered the internet safeguards in place to protect the children online.
- The Performing Arts Hub was near completion and the children were very much looking forward to using this inspiring new facility.
- The Resources Committee continued to oversee the budget to ensure compliance and that value for money was being achieved.

22/17 **DATE OF NEXT GOVERNING BODY MEETING**

The date of the next spring term Governing Body meeting, at which the School Budget 2022/23 would be ratified, was **CONFIRMED:**

**Thursday 24 March 2022 at 7 pm**

22/18 **MOTION OF CONFIDENTIALITY**

It was **RESOLVED** that, because of its nature, the business to be transacted in Part II be treated as confidential and not for publication.

Chair's signature: *Alessia Errico*

Date: 24 March 2022