

St. Joseph's Camberwell Catholic Schools' Federation

Minutes of a meeting of the Governing Body held at the school on Thursday 29th June 2017 at 6.00 pm

PRESENT

Vera Asiabor
Karen Chys
Fr Victor Darlington
Anita Gallagher Executive Headteacher
Delia Jameson Head of Junior School (Associate Member)
Sam Mburu
Norna Moses Associate Member
Elaine Player
Brona Reeves
Patsy Winters Chair

In Attendance

Sarah Cooper Governor Development Advisor`

PART I

The Chair invited Fr Victor to open the meeting with a prayer.

1. Apologies for Absence

Apologies were given by Chika Reuben, Katie Brooks, Sheila Kirrane and Sawudatu Koroma. These were accepted by the Governing Body.

2. Declarations of Interest in the agenda

There were no declarations of interest in items on the agenda.

3. Minutes of the last governing body meeting on Wednesday 8th March 2017

3.1 Approval of the minutes

It was **RESOLVED** to sign the minutes of the meeting held on 30th November as an accurate record of the meeting.

3.2 Matters Arising (not appearing elsewhere on the agenda)

4.1 Governing Body Membership and Vacancies

The appointment of Elinor Delaney as a Foundation governor was in process with the diocese.

ACTION The Executive Headteacher would chase this with the diocese.

7 Engaging with Parents

It was suggested there was a need to promote governors' presence and visibility. It was agreed to ensure that Christian Ntiamoah's election as parent governor was publicised to parents and he would help with any questions. Christian Ntiamoah has been into to school and met with the parents. It was agreed that the Governor's photographs would be displayed in the school.

ACTION The clerk will circulate the Governor Visits template.

8.4 Changes to Statutory Requirements

The Chair attended the Southwark Governor's Association (SGA) meeting. .

4. **Governing Body**

4.1 Governing body membership and vacancies

The foundation vacancy was taken under Matters Arising in the agenda.

4.2 Governing body meeting attendance

It was **RESOLVED** to consent to Chika Reuben's absence from the meeting on the 8th March 2017.

ACTION The clerk will update the Governing Body Meeting Attendance Report.

4.3 Governor Training and Development

The Training and Development Report was circulated with the papers. Governors were reminded to take up any training opportunities that are offered, the school currently buy into this service which may need to be reconsidered in light of the budget changes.

5. **Committees**

5.1 Committee membership and link governor roles

The Committee Membership and Link Governor Roles Report were circulated with the papers and noted by the Governing Body.

5.2 Link governor Reports

5.3 Committee meeting attendance

The Committee Meeting Attendance Report was circulated with the papers and noted.

It was **RESOLVED** to consent to Christian Ntiamoah and Chika Reuben's absence from the meeting on the 10th May 2017.

ACTION The clerk will update the Committee Meeting Attendance Report.

5.4 Committee meeting minutes

- Curriculum & Achievement on Wednesday 10th May 2017
Governors noted the content of the minutes, which had been circulated with papers for the meeting. Governors were reminded of the confidential item that was discussed.

Q: Has there been any progress on the confidential matter discussed?

A: There has been support in school and some outreach work with the PRU who work with the child in another setting. There has been more engagement and more control of behaviour there has been improvements. The right strategies are being put in place and there is additional support in the classroom. The medication has also been changed. Medics have been working with the teaching staff.

The staff were thanked for working so hard to support the child.

- Resources on Wednesday, 10th May 2017
Governors noted the content of the minutes, which were circulated with the papers for the meeting.
- Resources additional meeting 12th June 2017
One item was taken under the Confidential Section of the minutes. The following points were raised;
 - Pupil numbers have an effect on the budget; we need to increase the number of children on the roll. Families are being moved out of the area. The social housing locally has been demolished and the new housing has not yet been built. We have a banner advertising the school and we are advertising our places in Lambeth.
 - The Local Authority and the Directorate are committed to ensuring we have a budget to fund education. They are maintaining the support.
 - The National Funding Formula has not yet been decided.

6. Executive Headteacher's Written Report

A written report had been circulated with the papers.

The following points were discussed:

- In Early Years 71% of the children achieved a Good Level of Development. The school was moderated this year; the result is a very good one. At the

beginning of the school year 18 % of the children were at the Good Level of Development stage, the results show how much progress the children have made.

- In Year 1, 81% of the children achieved the Phonics Screening Check. The Phonics Booster sessions had a positive outcome.
- The KS1 SATS are used in conjunction with a teacher's professional knowledge to assess children. This year the school was moderated, there are 36 children with SEN in a year group of 58. The percentages for the children in Reading were 76%, Writing 62% and Maths 72%. We have an 80 % of EAL children and 85.1% of the children are in the top percentage for social deprivation.
- The final SATS data will be available on the 4th July an update will follow at the next governors meeting.
- There was an issue with the recent Ofsted Inspection and the STAR system which is used to measure progress, the system is a summative and cumulative tracking system. The Teaching and Learning in school is good, the results look low in comparison but the work in the books is amazing. The in year data available through the STAR system is variable. The progress the children make from their starting point continues to be strong.
- Staff have been asked to use their professional judgement and look at each child holistically rather than depend solely on a set of criteria.
- The Chair reported that she had attended a Pupil Progress Meeting for Year 1, the teachers are asked about each child and their progress. The Pupil Progress Meetings are held every 6 weeks; the purpose of the meeting is to look at progress and closing the gap. We have relatively high numbers of SEN children in school. The children are not assessed on the same criteria each time. Staff are asked to sense check their data and ask themselves if it looks and feels right.
- NFER Tests quality assure STAR judgements and act as a national comparator for Years 3, 4 and 5 for comprehension and reading.
- There have been additional staff meetings to discuss assessment expectations facilitated by the LA and assessment leads from other schools.
- There are increased opportunities for moderation with Comber Grove who will be moderating with us.
- There are peer reviews to quality assure the proves, St Josephs and St Anthony's are working with us this year the next round of peer reviews will be looking at assessment.
- There will external support from an outstanding school St John's Walworth.
- Teaching is good across the school. Two teachers have been on a support plan, one is leaving the other has been re-employed on a fixed term contract as improvements have been made.
- A Friends of St Joseph's Group has been set up amongst the support staff. They have begun to raise money for the school by running cake sales, uniform sales and raffles.

Q: Can the governors contribute in any way?

A: Governors can attend a meeting and offer assistance.

- At a recent Catholic Schools Headteacher meeting there was a discussion

around how Catholic primary schools in Southwark can work together more efficiently and in a context of reduced numbers of practicing Catholics for leadership.

- We have received £62,500 through LCVAP to refurbish the school toilets.
- Overall attendance for the Infant and Junior Schools is very good at 97% for both schools.
- Behaviour is generally very good and behaviour for learning in the classroom is excellent.
- The school has had a First Holy Communion for the children. The governors thanked Father Victor.
- The Executive Headteacher sits on the Diocesan Education Committee. The Section 48 Inspections are now aligned with Ofsted with criteria under the headings of Outstanding, Good, Requires Improvement and Inadequate. It is far more rigorous but offers greater clarity.
- The Sports Premium report was circulated. The school belongs to the London School Sports Network and in addition to the PE curriculum is also taken part in many extra sporting activities.

Q: There is a teacher on an improvement plan; will they remain on the plan?

A: Yes the improvement plan remains in place. There will be an experienced teacher who will be supporting the teachers in Year 1. There have been improvements.

6.1 Update on School Improvement Plan

This was included in the Headteacher Report which was circulated to governors.

7.30 pm Patsy Winters left the meeting and Elaine Player took the Chair.

6.2 Safeguarding

The number of Safeguarding cases across the schools is 1, many cases have been resolved over the year. There are 2 Looked After Children, the Personal Education Plans and regular review meetings are up to date.

6.3 Senior Advisor Visit Reports

There were no Senior Advisor Visit Reports circulated.

7. **Self Review of the Governing Body**

The NGA Twenty Questions and the NGA Skills Audit was circulated.

Action: It was agreed that the Governors would complete the Audit and return to the Clerk. Agenda Item next meeting.

8. **Statutory Responsibilities**

8.1 Arrangements for the Headteacher's Performance Management

Action: A date will be set for the Headteacher's Performance Management with the Chair of Governors.

8.2 Policy Schedule

The Policy Schedule was circulated with the papers and was noted by the Governing Body.

9. Dates and Times of Future Meetings

Action: The Dates and Times of Future Meetings will be sent to the Headteacher and the Chair of Governors for agreement and circulated to the Governors.

10. Any other Business

The Executive Headteacher has won two awards, one for Special Recognition of Outstanding Contribution to the Southwark Schools and a Southwark Schools Excellence Award.

The Governors congratulated the Executive Headteacher.

The meeting finished with a prayer.

Signed _____ Date _____

CONFIDENTIAL SECTION

1. Resources Committee Additional Meeting

An additional meeting was convened to discuss options on savings going forward without compromising the offer we give. No decision has been made on the Catering options are being explored. One outcome from the meeting was a saving of £25,000 from the staffing budget, we will not be replacing some staff an alternative model was agreed. When staff leave their position is being reviewed. The committee members were impressed with the review of the budget lines.

Action: The notes from the Committee Meeting will be sent to the Clerk.