



**St Margaret Clitherow Roman Catholic Primary School
Minutes from Extraordinary Full Governing Body meeting held on 1st May 2018**

Carmela Puccio (CP), Sally Curtis (SaC), Esther Okwulisa (EO), Karen Briscoe (KB), Savio Luis (SL), Martina Volske (MV), Matt Dranse (MD), Bernie Hurley (BH), Caroline Loake (CL).

Chair: Sally Curtis
Clerk: Sally Curtis

Item.	Person Responsible	Completion Date
<p>1. Apologies for absence</p> <p>Hayley Merry, Karen Summers, Peter Fuller, Sharna Jones, Nicole Davids,</p>		
<p>2. Declaration of Interest</p> <p>None declared.</p>		
<p>3. Any Other Business</p> <p>None</p>		
<p>4 Ratification of recommendation of deputy Headteacher recruitment panel</p> <p>The Deputy Headteacher recruitment panel was made up of</p> <p>Sally Curtis - Chair of Governors, Carmela Puccio - Headteacher, Michael Corcoran - Diocese of Westminster advisor Liz Neville - School improvement partner</p> <p>One Candidate was interviewed for the position of Deputy Headteacher. The interview day consisted of the following –</p> <p>Teaching a lesson to Y5 A data task Meeting with the Youth Leadership Team Coffee with staff and governors Leading an act of worship A learning walk in EYFS And a formal interview</p>		



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<p>SaC and CP talked through the day with governors.</p> <p>With the endorsement of the external advisors, SaC and CP are recommending to the Governing Body that the candidate be offered the position of Deputy Headteacher at our school starting in the Autumn term.</p> <p>The Governing Body ratified this recommendation and the position was offered.</p>		

The meeting closed at 7pm

These minutes are a true and accurate record of the discussions.
Signed by Mrs Sally Curtis

Date