



**St Margaret Clitherow Roman Catholic Primary School
Minutes of the Governing Body dated 5th July 2022**

Attendees: Hayley Merry (HM), Carmela Puccio (CP), Andrew Peck (AP), Amy Coleman (AC), Bernie Hurley (BH), Savio Luis (SL), Elizabeth King (EK), Femi Akintobi (FA),

Chair: Hayley Merry (HM) Clerk: Maria Streeter (MS)

| Item. | Person Responsible | Completion Date |
|---|--------------------|-----------------|
| 1. Apologies for absence Sally Curtis, Ursula Dike, Jo Nicholls, Marie Stewart | | |
| 2. Declaration of Interest None declared. | | |
| 3. Any Other Business School Dinners (SL) | | |
| 4. Minutes of Meetings <ul style="list-style-type: none"> <li data-bbox="204 1106 1054 1178">a. Minutes of the Full Governing Body Meeting held on 26th April 2022 and matters arising (SC) The minutes were passed as a true reflection of the meeting held on 26th April 2022. <li data-bbox="204 1328 1054 1543">b. Minutes of the F & P meeting held on 3rd May 2022. BH asked if there was a contingency plan for the forth coming high utility costs? Any increased cost will come out of our normal budget share as we will not be receiving any extra funding. Governors were happy to approve the budget. F & P were thanked for their minutes. <li data-bbox="204 1585 1054 1655">c. Minutes of Curriculum meeting held on 17th May 2022. No questions. Curriculum were thanked for their minutes. <li data-bbox="204 1693 1054 1762">d. Minutes of the H & S meeting held on 7th June 2022. No questions. H & S were thanked for their minutes. <li data-bbox="204 1800 1054 1870">e. Minutes of the F & P meeting held on 7th June 2022. No questions. F & P were thanked for their minutes. <li data-bbox="204 1908 1054 2089">f. Feedback from the Academies meeting held on 16th June 2022. (CP) shared the spreadsheet of questions that (SC) has drafted in preparation of future meetings. School will answer the questions that they can and seek further responses from the Diocese. | | |



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| <p>5. Policies for approval</p> <ul style="list-style-type: none"> a. eSafety (Curriculum) b. Anti-bullying (Curriculum) c. SEND (Curriculum) a couple of small typing errors noted d. Behaviour (Curriculum) date on front cover to be changed. e. Whistle Blowing (F & P) f. Study Leave and Financial Support (F&P) g. Safeguarding statement (SC/CP) updated to show Safeguarding Team h. Equalities Policy and Scheme (BH/MS/CP) <p>All policies were approved by FGB</p> <p>ACTION Updated policies to be uploaded to our website</p> | <p align="center">AS CP</p> | <p align="center">ASAP ASAP</p> |
| <p>6. Policies for information</p> <p>The below policies have been discussed in depth at committee level and are information purposes only –</p> <ul style="list-style-type: none"> a. Remote Learning Policy (Curriculum) b. Data Protection Policy (F & P) c. CCTV Policy (F & P) d. Data Security Policy (F&P) e. Lettings Policy (F&P) <p>All committees were thanked for their work on the policies</p> | | |



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| <p>7. Safeguarding</p> <p>a. Termly report on Safeguarding Children (CP/SC) CP talked through the report with Governors, each section was explained, and detail shared.</p> <p>SCR is reviewed monthly. CP & MS received training earlier this year. SC, in her role as safeguarding governor, viewed the SCR and checked through areas of the spreadsheet.</p> <p>b. Safeguarding link governor report to the governing body (CP) SC met with the office staff to review the SCR and attendance. SC completed a safeguarding walk and now has a schedule that is worked through during every meeting.</p> <p>c. Governor safeguarding training (SC) All Governors have received Safeguarding Training in June.</p> | | |
| <p>8. Youth Leadership Team Minutes (AC)</p> <p>AC talked through the minutes and highlighted certain areas. One of the main points being the children want to raise funds for a whole school treat – yet to be decided on. A cake sale will be held during the last week of term.</p> <p>The Governors asked for their thanks to be passed on.</p> | AC | ASAP |
| <p>9. Eco Council minutes (CP)</p> <p>From the recent meeting the following actions have already taken place.</p> <ul style="list-style-type: none"> - The re-introduction of the Travel Tracker. - Litter picking session. | | |
| <p>10. Heads Report</p> <p>CP talked through every section.</p> | | |



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| <p>Extra support for Pupil Premium children, vouchers, grants all received and allocated.</p> <p>We have noticed an increase in Leave of Absence requests. CP will be meeting with our new Attendance Officer next week.</p> <p>SEN update – we have been supporting the training of a School Counsellor, however from September 2022 we are unsure if we can afford the extra costs.</p> <p>CLA extra funding, we need to report on how this funding is being spent.</p> <p>Staff update given.</p> <p>SL asked for an explanation of the writing cluster at Roebuck School.</p> <p>Statutory assessments were shared with Governors and results explained by CP.</p> <p>PSFA update was provided with a total of funds raised given.</p> <p>Catholic Life – We held our first Corpus Christi Procession in 2 years, JHN Community Mass has been cancelled this year due to the lack of transport available. Further updates shared.</p> | | |
| <p>11. HIP Visit (CP/AP)</p> <p>CP talked through the recent successful HIP visit. It was a very busy morning. EK mentioned that the HIP was pleased to see the total inclusion of SEND children in classroom activities. HIP report shared later in the meeting.</p> | | |
| <p>12. Open Morning Governor reports (Governors)</p> <p>The governors expressed their enjoyment at being able to finally attend an open morning. All governors to complete a visit form.</p> | | |



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| <p>13.Link Governor Feedback</p> <ul style="list-style-type: none"> a. Safeguarding (SC) - see above note. b. SEND (EK) - a very useful recent visit. c. Health and Safety (SL) - pleased to see green container finally tied up. d. Sports (SL) – no feedback. e. Pupil Premium (HM) – has met with AS and will meet again. f. EYFS (HM) – no feedback. g. RE (UD) – not present. h. Equalities (MS) – not present. i. PSFA (SL/HM) – no feedback. | | |
| <p>14. Governor Items</p> <ul style="list-style-type: none"> a. Election of Chair and Vice Chair September 2022 All Governors invited to come forward if they are interested in being elected. b. 2022-2023 meeting dates | | |
| <p>15.AOB SL mentioned that during the recent Open Morning the children had expressed their concern about the dirty cutlery. This will be investigated.</p> | CP | ASAP |



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| <p>PART 2 – Confidential</p> <p>1. Child looked after report – this report was reviewed and will now be sent to County. No questions</p> | | |

The meeting closed at 7.50pm

These minutes are a true and accurate record of the discussions.
Signed by Mrs Hayley Merry, Vice Chairperson

Date