



St. Joseph's Catholic Primary School, Christchurch

FGB Meeting

Tuesday 19th November 2024, 5.30pm

Present:

Gerry Curran (GC) Deputy Headteacher
 Mike Board (MiB)
 Sam James
 Vicky Withey
 Rachel McMillan
 Pete Hartley (PH)
 Pete Barry (PB)
 Margaret Bond (MB)

Attending:

Eve Holmes (EH) taking minutes

Item		Action
1	Opening prayer	
	MiB opened the meeting with prayers and welcomed VW as a new Foundation Governor. Governors introduced themselves.	
2	Welcome & Apologies	
	Andy McLaughlin (AMc), Any Webb (AW), Liz Rippon (LR) and Sinead Cheeseborough (SC)	
3	Declaration of any business interests	
	No business interests to declare.	
4	Approval of minutes from 11th September and matters arising	
	Minutes of last meeting approved. Declaration of business interests – ongoing. MB to put forward nomination for Foundation Governor vacancy. Governors discussed School Development Plan – ongoing Reports to Governors – safeguarding reports from CPOMs. Absent pupil report. KSIE 2024 – Governors signed. Biannual training completed on 25th October 2024. Governors discussed cyber security and PREVENT training.	GC to produce reports from CPOMs. GC to resend links to Governors.

5	Terms of Reference	
	Governors all agreed delegation of powers to Headteacher.	
6	Approval of final School development Plan and Catholic Life of the School	
	School Development Plan – all approved, no changes. Catholic Life of the School – approved.	
7	Headteacher's Report (verbal update)	
	Safeguarding – GC confirmed that monthly reports are ongoing. School is to meet with BCP Early Help Team to discuss local provision. Safeguarding Governor met with GC to monitor safeguarding and SCR. Safeguarding linked to the curriculum: the school has provided the following workshops to children: Road Safety Fire Safety Water Safety Rail Safety PREVENT training – ongoing Online E-Safety – DSLs booked on the training for E-Safety Champions Governors congratulated the school on safeguarding practices and informing Governors of safeguarding in the school which was also picked up in the recent Ofsted report.	
8	Committee Minutes and Actions	
	Finance and Resources - the committee has met twice already this term. Governors were updated on minutes from the last meeting including decrease in pupil numbers having an effect on next year's budget. Governors commended the school for its Ofsted report which reported that the school was inclusive and welcoming. Curriculum Standards – this is a key area on the School Development Plan. Closely monitoring data to see the percentage improvements. • Holy Communion – the school will talk to Father Paul about how this will be delivered in the parish. • GC met with the Ducklings teacher to talk about the connection between new starters that went to pre-school and SALT to determine whether the need for SALT intervention is COVID-related or ability. Headteacher's Performance Management – confidential minutes	
9	Admissions	
	Governors were asked if the recent in-year applicants who have requested starting in January 2025 could have places left open. Governors approved keeping offered places open.	

10	Policies for Ratifying	
	Accessibility Plan – Governors ratified. First Aid in Schools Policy – Governors ratified with amends to First Aid (dates of renewed First Aid training) Health & Safety Policy – Governors ratified.	
11	Governor Training	
	GC asked Governors to report any training they do throughout the year to the Clerk to Governors, who will add to the CPD record.	
12	Academy Update	
	GC reported that there is no financial help from the Government for this and is likely to be put on hold.	
13	Correspondence	
	GC reported correspondence.	
14	Date of future meetings	
	5.30pm on 11 th February 2025, 30 th April 2025 & 25 th June 2025	
	Confidential minutes	