

**The Governing Board**  
**St Mary's Catholic Primary School, Poole**  
**Summary of Local Governing Board Meeting**  
**Held on Monday, 28<sup>th</sup> September 2020 at 6:00 p.m.**

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**Present:** Mrs L. Culkin (Chair), Mrs H. Armstrong, Mrs A. Harris, Ms R. Granger, Mr M. Hayward, Mrs K. Houston-Kypta, Mrs M. Kus Kwiatkowska, Mr A. Nightingale, Mrs M. Norrish and Mr S. Thomas.

**In Attendance:** Mrs P. Rushton (Clerk).

### **Elections**

Mrs Culkin elected as Chair. Mrs Harris elected as Vice-Chair. Mrs Harris to support Mrs Culkin for a one-year period. At the end of this time Mrs Harris intends to resign as she considers Governors to be knowledgeable and effective. All Governors to remain within their existing named roles.

### **Clerk's Business**

Governors were requested to ensure their profile was complete on Governor Hub including updating their Register of Business Interests. Governors requested to return their annual governance return.

### **Headteacher's Update**

Mrs Armstrong reported:

- The school currently has 390 children on roll compared to 385 this time last September. Numbers in F2 and Year 1 continue to be low with 48 children in F2 and 45 children in Year 1. 43% of pupils have EAL and 14% of children have SEND.
- Attendance is 91.8% against a national average of 96%. Much of the school's absence is non-Covid related illness. Some issues have been experienced with accessing Covid tests. To date the school has no cases of Covid.
- School has appointed a new Sports and Active Life Champion, three 1:1 teaching assistants and an MDSA. The Sports and Active Life Champion is timetabled for at least one lesson with each year group and will be covering some PPA and pupil conferencing time as well as working with small groups of children.
- The return to school has been smooth and the teachers know where the children are in their learning. The risk assessment is updated regularly. Governors were updated on the changes required in light of Covid.
- The school continues to work with Poole Grammar School on the provision of meals for the children. Children currently have either cold or warm meals as it is not possible to deliver hot meals to classrooms.
- The Trust have purchased a new Scheme of Work called 'Come and See' for RE. The benefits and the drawbacks of this new scheme were discussed with Governors.
- Training for the Trust's new RSE scheme 'Life to the Full' has been started by some teachers.
- CPD undertaken by staff.

### **Return to School and the Curriculum**

Mr Thomas reported on:

- Assessment of children using assessment for learning. The Rosenshine principles are in use and staff are using recall and then reviewing the evidence. Staff are filling gaps in children's

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learning as they arise. Formal quizzing is in place for spelling, phonics and maths. Maths non-negotiables are in place so that teachers know when they need to have focused arithmetic sessions.

- All year groups have produced a Meet the Teacher presentation.
- Teaching is close to the full curriculum and this is considered helpful in getting the children to settle.
- Staff are strongly aware that the children will sit statutory tests this year including the Year 4 times tables check. Year 6 staff are focusing on getting the children to ARE+. Read, Write, Inc. is being used in Year 1 to support the phonics screen. The Year 3 children have recently taken a Year 2 SATs test.
- Some lessons have been changed to ensure the school is working within Covid restrictions, e.g. music. Computing has been timetabled to ensure that wipe downs are done between uses of the ICT Suite.
- The Write Stuff is being used and the teachers report that the scheme is producing good results in the quality of writing. Evidence of 'different lenses' is being seen and shared writing is being modelled by the teachers and the children. Stamina in writing is an issue.
- Take up of Google Classroom is not as good as expected as changes were made requiring parents to sign up again. Google Classroom is being used to set homework and communicate with parents. Support is being provided where parents are having difficulty accessing Google Classroom. It is expected that only a few children do not have access to the technology.
- PUMA and PIRA no longer being used. In Maths and English, children are assessed against the curriculum standards. Reading is assessed using Accelerated Reading quizzes to show where the children are now and then tested later to see the progress made. Teachers also have access to Comparative Marking.

### **Quality of Education**

Mr Thomas reported:

- The school is using IXL to set homework. Using IXL and Google Classroom is enabling the school to build capacity in the event of another lockdown. Live chats and Zoom also being used.
- Focus has been on routines from the start and a concerted effort is being made to ensure consistency across the school. The children have good attitudes and are happy to be back in school. The Pastoral Care Worker is working with those children potentially experiencing issues with a careful watch being kept to ensure that this is not masking wellbeing issues.
- The Behaviour Policy has been rewritten to take account of changes related to Covid.

### **Safeguarding**

- Mr Thomas to be trained as a Deputy Safeguarding Lead. Mr Lakatos is due to update his Deputy Safeguarding Lead training. An update was given on safeguarding.

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**Leadership and Management**

- Phase Leaders are offering support to other cluster schools with the EYFS team supporting Read, Write, Inc. and EYFS practice.
- Subject leadership will continue to be developed.
- There is concern about teacher workload with the Covid-safe environment adding pressure alongside the need to close the gap. Teachers are being supported if needed. Counselling services are available.

**Parents and the Wider Community**

- Positive feedback received from parents. Weekly updates offer support to parents. 63% of parents have signed up to Google Classroom. The recent online parents' meetings were successful. An online parents evening system is being considered.

**SEF and SIP**

- These documents were shared with Governors prior to the meeting.

**Governor Reports**

Governors reported on visits/conversations that had been held since the last meeting relevant to their Governor responsibilities.

**Policies**

Governors approved the Safeguarding Policy and the Behaviour Policy.

Governors noted the following Trust policies: Finance, RSE and Subject Access.

**Any Other Business**

It was decided that a deposit should not be released for PGL this year. A decision will be made about whether this trip should go ahead later on in the year.

The need to sweep the path to Pound Lane will be reported to the Council.

Noted that the contract cleaners are performing well and taking the cleaning very seriously.

Cleaning hours have been increased so that the toilets can be cleaned after the lunch break and touch points cleaned in the middle of the day.