

**The Governing Board**  
**St Mary's Catholic Primary School, Poole**  
**Summary of Local Governing Board Meeting**  
**Held on Monday, 13<sup>th</sup> May 2019 at 6:00 p.m.**

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**Present:** Mrs A. Harris (Chair), Mrs H. Armstrong, Mrs L. Culkin, Ms R. Granger, Mr M. Hayward, Mrs M. Kus-Kwiatkowska, Mrs E. Masters.

**Apologies:** Received and accepted from Mrs Mary Norrish.

**In Attendance:** Mr S. Thomas (Acting Deputy Head) Mrs P. Rushton (Clerk)

#### **Clerk's Update**

Mrs Rushton reported that Mrs Kus Kwiatkowska's term of office was due to expire and will be seeking re-appointment as a Foundation Governor.

#### **Behaviour Policy**

It was confirmed that pupils are only given an after school detention after receiving three lunchtime detentions and that parents would be informed once their child had received three lunchtime detentions.

#### **Headteacher's Report**

Mrs Armstrong and Governors discussed the following areas of the Headteacher's Report:

- The budget for the current year and for the next three years
- Spending plans for the rest of the year
- The impact of admission numbers on budgets and possible demographic changes that may affect future pupil numbers
- The need to generate income to protect the school against a drop in pupil numbers
- Setting up a parent/toddler group.

#### **School Improvement Plan**

Mrs Armstrong reported that the School Improvement Plan had been updated to include the actions recommended by Ofsted. The main changes were around the monitoring of vision and values, the role of phase leaders and teaching, learning and assessment.

#### **Safeguarding**

Governors were updated on safeguarding matters.

#### **Exclusions**

Governors were advised of the number of sessions of exclusion to date. Assurance given to Governors that the school works very hard not to exclude pupils.

#### **Named Governor Reports**

Governors reported on the activities they had undertaken since the last meeting relevant to their named roles.