



# Holy Family Catholic Primary and Nursery School Governing Body

---

**Full Governing Body Meeting, Wednesday 27th February 2019  
at 6.00 pm in the School**

**Present**

**Foundation Governors**

F. Gary Brassington (FGB) Chair  
Dave Dawson (DD)  
Andrew Szeliga (AS)  
Sharon Lewies (SL)

**Parent**

Dale Wall (DW)

**Guests**

Roy Stephen (RS)  
Mark Donovan (MD)  
Nicole Price (NP)

**Staff**

Karen Bathe (KB) Head  
Mandie Thoburn (MT)  
Emma Elliott (EE)  
Linda Ostaszewska (LO) Clerk

*This meeting carried on from the Facilities meeting*

**1 Apologies**

1.1 Francis Mwangi (FM) – absent.

**2 Declaration of pecuniary Interest**

2.1 Mark Donovan has a relative working at the pre-school.

**3 Minutes of Previous Meeting 28th November**

3.1 These were approved.

**4 Matters Arising**

4.1 The School Self Evaluation will be part covered in the item on Data Review.

**5 Approve Extra Ordinary FGB meeting**

5.1 This was approved

**6 Heads Report**

6.1 A new Heads Report was issued which included extra information for Governors, including pupil/cohort data, end of year results, financial and staffing benchmarking.

6.2 Following a question, KB confirmed that the number of exclusions was 26 from September. This was for three children with complex needs. There was a decrease in incidents for two children showing that interventions in place were working.

- 6.3 KB confirmed that the Foundation Stage, Good Level of Development was predicted at 79% (30/38 pupils) against 75% last year and nationally 72%.
- 6.4 The Governors queried the school capacity at 329 and asked that it be changed to 315 to reflect the Primary school capacity without the Nursery. KB said that the planned admission number would be increased to 48 in KS2 increasing Primary capacity to 327.
- 6.5 The Governors noted that average teacher salaries were below similar schools, the LA and national averages. The Governors asked what was the current ratio of staff salaries to income? It was confirmed to be well over 80% and AS said that the Governors would be reviewing this at the next Finance meeting.
- 6.6 It was noted that staff sickness was high and KB clarified that it was due to some staff with long term issues.
- 6.7 The Governors thanked KB for the new Heads Report and said that it was more informative and that tables/graphs were visually helpful. LO asked that the Governors let KB know of any additional information required by them.

## **7 Pupil Performance Data Review 2017/8**

- 7.1 The validated data from the Analyse School Performance (ASP) review was presented and distributed with the Board papers.

### **7.2 Context: 2017/08**

- The school has 63% of families living in the top 30% most deprived areas in England
- The school has a higher % of girls, overall at 55.2%, 70% are in yr 4 & 64% in yr 5.
- There are 12 out of 17 possible ethnic groups.
- EAL pupils are high at 44.9% (53% year 6).

- 7.3 KB said the Governors should note where the data is significantly above or below national averages and challenge whether the school was “coasting” or adding value. The highlights were as follows.

### **7.4 KS2**

- The expected attainment was above national in Reading, Writing and Maths and progress was positive. However, the combined attainment for three years running was below national averages. The Governors said that questions had to be asked as to why the school can't meet this standard when similar schools can.
- Attainment at “Greater Depth” was above national averages (note -reading in line) reflecting the effort put into the More Able in previous years. Writing was well above average.
- Girls outperform boys in English and KB said that the school needed to be sure that teaching and learning was not biased to girls.
- Maths progress shows no improving trend. However, KS2 attainment results were good especially as Swindon and the South West have relatively poor attainment in the subject. This has been a result of a Maths focus in previous years.
- Reading is a current focus as there is no improving trend in progress. In 2017 disadvantaged children progress was significantly below national. In 2018 low attainer progress was well below national.

- There is an improving trend in writing progress but it's not significant. However, "high attainer" progress was significantly above national.
- The predicted combined attainment for current year 6 is 75%, (last year 58%) but progress may not be as good as prior attainment at KS1 was high.
- Science was just below national averages
- A focus needs to be kept on the low attainers and disadvantaged (pupil premium) children who do not perform as well as their peers.

## 7.5 **KS1**

- KS1 is teacher assessed and MT confirmed the "SATs" tests back up the data. KB said that outcomes are very positive with all areas above national including the data from disadvantaged pupils. (phonics in line with national). Science was above national averages. The Governors said that the opening of the Nursery would help to raise attainment.

## 7.6 **Behaviour**

- Absence is running between 3.3.-3.6% 2014/5 -2017/8, lower than national averages. Permanent exclusions are low and below national and there were no fixed exclusions. for the same period. KB said that there will be a rise in exclusions in future years due to more social and emotional needs being seen in the school.

7.7 The Governors said that they wanted a breakdown of the data by gender. KB confirmed that the School Improvement Partner (SIP) would be in the school w//4th March with gender as a focus. The SIP will look at books, work standard and do "drop ins", his report will be circulated.

**KB**

7.8 The Governors said that support from home was also key and asked how the school could reach out to parents for a stronger partnership. NP said that there will be a Family Breakfast read on the 7th March to coincide with World Book Day and if this is successful may be an event every term. It was noted that there were parent workshops and a Parent Support Advisor helping families in need.

## **8 Resources Questions**

8.1 DD said that there were two informative presentations on EYFS and English but asked they do not run over time. There were no further questions.

## **9 Link meeting questions**

9.1 The Link meeting notes had been circulated. The Governors raised the issue of the school not having space for a library as it was recognised that reading enhanced greater learning. KB said that this was another matter the Governors could raise in the vision for the school, but it could mean a choice between laptops and books.

9.2 There was a short discussion about this and locating a library in the presbytery was muted but not felt practical. Other ideas were muted such as a school book swap.

9.3 KB said that the school buys into the Wiltshire Learning Resource Service and they have a wide range of quality resources and texts for all topics to loan. These resources are also

up to date. There will be an opportunity to discuss this further when the school vision is discussed.

9.4 DD formally thanked staff for their time in meeting to discuss their subject areas.

## **10 Policies**

10.1 LO said that the Admissions policy 20/21 following consultation had to be approved. This was distributed with the papers. Only the Diocese returned comments and some amendments had been made The Policy was determined.

10.2 The Safeguarding, Uniform, CPD, Geography, Art and DT policies were approved

10.3 The Relationship and Sex Education policy was approved and will be reviewed annually.

## **11 Correspondence**

11.1 LO said that the Governor Support subscription was due for renewal. This would be £1500 per annum including membership to the NGA. This was approved as it was deemed good value for money.

11.2 The Diocese Go Governance newsletter was distributed and LO asked that Governors keep 13th May free for a Diocese briefing.

## **12 Training and Visits Undertaken**

12.1 The Safeguarding Audit took place but had to be interrupted due a child protection issue. Subsequently FGB could not attend but the outcome was positive.

12.2 DW said that he would be attending the new Governors course in March. EE said that she had attended Staff Governor training.

12.3 DD and FGB attended the blessing of the Nursery by the Bishop in February.

12.4 FGB welcomed Foundation stage in the Church and attended the KS1 prayer service at the school. Father Gary came into KS1 to talk about the Sacraments.

12.5 KB reminded Governors to visit the school, for events, assemblies and class visits.

12.6 LO said there would be a workshop facilitated by Governor support to shape the school vision on evening of Wednesday 24th April.

## **13 AOB**

13.1 Plans are underway to celebrate the parish 50th Birthday and there will be events with the school.

13.2 FGB said that October will be a special month of Mission and there will also be events arranged.

## **14 Action Plan**

14.1 KB to provide performance data by gender. **KB**

**Next FGB meeting 8th May 2019.**