



**Vision: OLM is a community where all will excel**

**We strive to have a passion to learn, positive attitudes, high expectations and strong values. We strive to be resilient, reflective and nurturing.**

**GOVERNING BODY MEETING AT GOVERNORS' DAY  
ON TUESDAY 11<sup>TH</sup> DECEMBER 2018 AT 7.00PM  
PART 1**

**FOUNDATION GOVERNORS (7):**

Fr. Mark Anwyll (20/02/2020)\*  
Andrew Tobin (31/08/2019)^  
Rose Gregorio (31/08/2019)\*  
Liisa McDougall (31/08/2019)\*  
Paul Byrne (31/08/2020)\*  
2 X VACANCIES

**LA GOVERNOR (1):**

Marco Franchi (10/11/2020)\*

Also in attendance:

Jane Ronan – Inclusion Manager  
Helen Holloway - Clerk

**STAFF GOVERNORS (1):**

Angela McNicholas (ex-officio)\*  
Lorraine Frain (21/09/2019)\*

**PARENT GOVERNOR (2):**

Imran Chaudry (24/01/2021)\*  
Matt Derry (23/01/2021)\*

\* denotes present

^ denotes absent

1. OPENING PRAYER & APOLOGIES

The meeting commenced with an opening prayer. Apologies received and noted from AT. The meeting was quorate.

2. DECLARATION OF INTERESTS

2.1 There were no declarations of Interests.

2.2 All governors to sign Register of Interests forms. Clerk will email the form to the governors to sign and return to the school office.

**ACTION: Clerk**

3. MINUTES AND MATTERS ARISING FROM THE PREVIOUS MEETING HELD 9<sup>TH</sup> OCTOBER 2018

3.1 The part 1 minutes of the previous meeting 9<sup>th</sup> October 2018 were **RECEIVED** and **ACCEPTED** as a true record and signed by the Chair.

3.2 MATTERS ARISING FROM MEETING 9<sup>TH</sup> OCTOBER 2018 NOT COVERED ON THE AGEND A

3.2	Clerk to email Register of Interest forms 2018/19 to all Governors to complete and return to school office.	Clerk / Governors
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5.2	Application process for MF to be a Foundation Governor, and MD to be an LA Governor is ongoing.	Clerk / Chair of Governors
10.3	The Headteacher to commission updating the windows and fire doors where required against the remaining circa £32k. <b>Completed: The work will be completed in February and the Diocese will be advised to ensure the monies are allocated.</b>	Headteacher
10.5	The Premises Committee will review the long-term development plan for the school. <b>The Committee have met to review the plan and this is ongoing.</b>	Premises
11.2	All governors agreed to read and sign Part 1 of Keeping Children Safe in Education and to read Working together to Safeguard Children and email confirmation to the HT once completed.	Governors
11.2	The Chair or Governors and Headteacher will review Safer Recruitment Training for Governors. The Chair of Governors has completed NSPCC Training online. <b>Completed.</b>	CoG

#### 4. HEADTEACHER'S REPORT

The Headteacher's report was circulated to the GB ahead of the meeting along with the School Development Plan. (SDP).

The following items were highlighted:

4.1 Admissions: It was reported 4 more pupils will be starting the school in January 2019 across Reception and Year 5 classes. There are also a few more enquiries from Haringey School Admissions which are being chased up and may result in some additional new starters.

QUESTION: In the HT's report it states 23 admissions and 13 leavers of which 4 pupils went to other Haringey schools – do we know why they left?

R: There was nothing negative; the families were on waiting lists for the schools of their choice within the Borough.

4.2 At the strategy meeting there was a request for the religious make-up of the Reception. The breakdown is:

21 Catholic  
12 Christian  
5 Greek orthodox  
2 Muslim  
1 Not specified  
10 No religion

4.3 Staffing for the autumn term

2 NQTs; 1 Schools Direct student; 1 Teaching Assistant  
2 staff currently on maternity leave

#### 4.4 SCHOOL DEVELOPMENT PLAN

##### Leadership and Management

4.4.1 The HT reported there have been a great deal of collaboration across staff and those in acting roles have proved to be very successful, offering a smooth transition.

QUESTION: What is the improvement champion?

R: This is part of the SPP and both AM and JR have done reviews at other schools. It was noted the improvement champion role only works well if all other schools involved share and work to the agreed model shared by all schools in the SPP.

4.4.2 The future financial Security of the school is dependent on pupil numbers. The Headteacher reported the recent tours for prospective parents in September 2019 were very busy and there is still one more date in January 2019.

4.4.3 The Strategy meeting took place with Head Teachers' across the Diocese of Westminster at which the DOW confirmed it is now in writing that there will be no enforcement for school to become CATS.

##### Quality of Teaching and Learning

4.4.4 Oracy objectives are a focus across the whole school this year and the objectives are progressing well.

4.4.5 With effect from January 2019 the school will adopt a no hands-up school policy.

##### Curriculum

4.4.6 Three working parties are set up to look at various aspects of the curriculum and the working parties are:

- i. Focusing on achievement for black ethnic groups
- ii. Arts Mark policy
- iii. Mental health and well being

There is a great overlap between the working parties and already smaller working parties are proving to be more effective.

4.4.7 Personal development, Behaviour and Well Being is all part of the focus under the mental health and well-being working party. SLT members form the NLC attended an away day with key note speaker to support this focus which was very informative.

4.4.8 A calming corner has been introduced outside the Headteacher's office. This supports children in self-regulating their behaviour by colour-coding their actions and choosing to sit in the calming corner.

#### 5. Strategy Working group

No meeting since last GB.

#### 6. POLICIES

6.1 The following policies were presented to the GB and **APPROVED**

- Behaviour Policy

- Complaints Policy

6.2 The Freedom of Information Policy and the Social Media Policy have been brought together by the SBM as recommended by Judicium. There has been some tweaking to the policy and role name changes. The FOI and Social Media Policy will be presented to the GB at the next meeting.

**ACTION: HT/Clerk agenda item**

## 7. REPORT FROM LINK GOVERNORS

### 7.1 PREMISES, HEALTH AND SAFETY

PB reported. The following noted

- Fire door to the right near reception should be replaced with a like-for-like door. Works due to take place in February mid-term break.
- Snagging to be completed following the recent building works
- LCVAP bid submitted. (SEE FINANCE section 7.3.2 )
- The balance of funds remaining from the school summer works will be invested in completing refurbishment works for disabled access toilet and replacement of the school hall windows. The School is currently obtaining quotes for the refurbishment works for the toilet.

### 7.2 RE and CATHOLIC LIFE

Fr MA reported. Events during the autumn term included the Sacrament of reconciliation; Carol concert 12<sup>th</sup> Dec 2018; End of term mass 21<sup>st</sup> Dec 2018; All Saints feast day Mass and the Advent liturgy.

### 7.3 FINANCE

MD reported. The Finance Report was emailed to the GB ahead of the meeting.

7.3.1 The bank balances presented to the Governing Body:

Account	Balance
Main Account	£357,816.32
Governors Account	£62,528.40
Capital Account	£15,162.13

7.3.2 The LCVAP bid 2019/20 of £162,000 has been submitted for the works to the lobby / office entrance area to deal with safeguarding issues around use of the library space, and moving the library to a new extension in the undercroft / amphitheatre area. The bid assumes 10% match-funding, therefore if approved this would require £16,200 Governors' fund contribution.

7.3.3 A new Healthy Pupils Capital Fund (HPCF) bid 2019/20 of £12,000 has been submitted for improvements to the disabled access toilets. The bid assumes 50% match-funding, therefore if approved this would require £6,000 Governors' fund contribution.

#### 7.4 CURRICULUM AND DATA

RG and MF met with the Head Teacher and a visit report will be completed and circulated to the GB. RG will be using SDP objectives as a focus for future visits to the school.

**ACTION: RG/MF**

#### 7.5 ADMISSIONS

##### 7.5.1 Admissions policy 2020-21

There were no changes to the policy. Governors were reminded the Catholic certificate has been removed as previously agreed by the GB, and there has been positive focus from prospective parents about this when attending the recent school tours. The GB **AGREED** the Admissions Policy for 2020-21

7.5.2 Admissions September 2019 – The Admissions Committee will arrange a meeting date to agree the final list of admissions due to be returned to the local authority by 7<sup>th</sup> February 2019. Three governors are required to form the committee. The Headteacher and Chair (MF) agreed to attend. Andrew Tobin to be sent email from the Headteacher to arrange a meeting.

**ACTION: HeadTeacher / Chair of Admissions Committee**

#### 7.6 EARLY YEARS

7.6.1 Written report from LM emailed to the GB ahead of the meeting. There were no questions.

#### 7.7 SEND REPORT / GDPR:

7.7.1 IC reported. A written report following IC's meeting with the Inclusion Manager was circulated to the GB ahead. There were no questions.

7.7.2 Noted all employment contracts are GDPR compliant.

7.7.3 IC has agreed to complete online GDPR modular training in his role as governor with responsibility for overseeing GDPR regulations.

#### 8. CHAIR'S ITEMS

No item to report.

#### 9. GOVERNORS' VISITS AND TRAINING

9.1 All Governor Visits as recorded in the school visit log.

9.2 No governor training to report.

#### 10. SAFEGUARDING

The Chair of Governors met with the Headteacher. The Safeguarding Report was circulated to the GB and noted there are no concerns to address.

#### 11. GOVERNORS' REFLECTION

The governors were asked to reflect on decisions made at the meeting, which will make a difference for the pupils of our school:

- Oracy focus at school and the success story of children displaying confidence to read at Mass without preparation

- Recognition of the new smaller working parties extending to all staff and proving successful

**12. ANY OTHER BUSINESS**

No items to report.

**13. DATES OF FUTURE GB MEETINGS**

**SPRING TERM 2019**

Tuesday 29th January 2019 – 7pm

ADMISSIONS MEETING - Feb 2018 (date to be agreed)

Tuesday 19th March 2019 (Governors' Day)

**SUMMER TERM 2019**

Tuesday 14th May 2019 – 7pm

Tuesday 9th July 2019 – 7pm

*Clerk's Note: Part 1 meeting closed at 8.10pm*

*Part 2 follows*

**Signed:** \_\_\_\_\_

**Chair of Governors**

**Date:** \_\_\_\_\_

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**GOVERNORS' ATTENDANCE RECORD:**

	30/01/18	20/03/18 GOVS DAY	15/05/18	10/07/18	18/09/2018	09/10/2018	11/12/2018
<b>FOUNDATION</b>							
Fr. M Anwyll	/	/	/	A	/	/	/
E. Rirodan-Sayers	A	A	Term ends				
A.Tobin	/	/	A	/	/	/	A
K. Wynne	A	A	Resigned				
R. Gregorio	/	/	/	/	/	/	/
L. McDougall	/	A	/	/	A	/	/
P.Byrne	/	/	/	/	/	/	/
<b>STAFF GOVERNOR</b>							
A.McNicholas	/	/	/	/	/	/	/
L.Frain	/	/	A	/	/	A	/
<b>LA GOVERNOR</b>							
M.Franchi	/	/	/	/	/	/	/
<b>PARENT GOVERNOR</b>							
I.Chaudry	/	/	/	/	/	/	/
M. Derry	/	/	/	/	/	/	/
<b>OBSERVER</b>							
A.Galvin	A	Mat leave	Mat leave	Mat leave	Mat leave	Mat leave	Mat leave
M. Maloney	/	A	/	A	A	A	A
J.Ronan		/	A	/	A	/	/

**/ = PRESENT    A = ABSENT**