



ST WILFRID'S SCHOOL

Meeting of the Full Governing Body Held on 15TH November 2016 at 17:00 in the PLC

Present:- Mr Brydon, Miss D'Souza, Mr Ferry, Mrs Gallagher, Mrs Kerr, Mrs Oddy, Mrs Robinson
Mrs Taylor, Mr Lewis, Mr Marr, Mrs Thrower, Mrs C M James-Bailey (Clerk) Monsignor Barry
In attendance:- Mr C Franke
Apologies:- Mr Gidman, Mr Harrison.

1. Welcome & Opening Prayer :

Mr Franke invited the Governors to join him in prayer

2. Selection of Chair:

Mr Brydon nominated Mrs Oddy for the role of chair for this meeting in the absence of both Mr Gidman and Mr Harrison. The nomination was seconded by Mrs Kerr and agreed by the governors present.

3. Apologies:-

The clerk received apologies from Mr Gidman and Mr Harrison. Approved.

4. Approval of minutes:-

The minutes of the meeting of the FGB held on the 15th June 2016 and the meeting of the 6th September 2016 were both approved.

5. Matters arising:-

There were no matters arising and all action points from the minutes had been completed.

6. Heads Report:- *'Question Carousel'*

Governors present split into three groups and were assigned to a member of staff to pose questions on three areas, Teaching & Learning, Behaviour & Attendance and Disadvantaged Students. (Individual questions posed are attached to these minutes.) After 30 minutes the meeting was reconvened and each group was invited to give feedback on their individual workshops.

Teaching & Learning:- Mr Lewis introduced the marking and homework policy and explained the reasoning behind 'deep marking' and the use of it as an interaction tool between student and teacher. There was discussion about the importance of maintaining a work/life balance for staff. Documentation was also shared that illustrated a trial currently in place, of sharing lesson objectives with the class. All feedback from the trial has been positive so far and it is due to be implemented across the school after February half term.

Behaviour & Attendance:- This group began by focussing on exclusion. The school is currently on par with other schools in Crawley, but is higher than the national average. There is active monitoring of all students who have been excluded and plans to decrease the number of students affected include outreach projects, pastoral care and mentoring. Attendance is very good at the school with absenteeism below the national average. There was discussion about the widespread use of fines for families with persistent absentee's, we as a school do not use this sanction. The group also discussed the correlation between exclusion and attendance figures, there is evidence that exclusion works as an inclusion tool, through the message sent to the rest





of the school community. There was general discussion on the Academy process and the effect that that may have on the current school exclusion policy.

Disadvantaged Students:- The group outlined the several categories which signify a student as 'disadvantaged'. Students are identified as soon as they join the school community and work is tailored accordingly. Effective communication between all departments is deemed to be vital, and monitoring communications and tracking interventions are on an individual student basis. There is a crossover for disadvantaged students with behaviour and attendance, this is monitored by year group leaders, progress analysed and discussed with individual class teachers. Use of the systems already in place (SIMS & Go4 schools) make it easy to spot and highlight disadvantaged students. The school is currently trialling new software which will highlight and track progress, attainment targets, SEN needs etc. All information gathered is shared with year leaders on a fortnightly basis, and all emotional support is given as and when it is deemed necessary.

Mrs Oddy thanked the staff concerned with the question carousel stating that the exercise had proved extremely helpful and informative.

7. MAT Update – Due Diligence (Agenda Items combined)

Mr Ferry told the FGB that the Due Diligence report had been completed and would be circulated to Governors immediately after this meeting for Governors to study. Mr Ferry invited written questions from governors to which he would respond. The questions and responses would be collated and circulated by the clerk in advance of a meeting for the Governors to discuss and vote on the report. He suggested that the FGB meet at 18:00 before the Christmas Liturgy on the 15th December to vote on the following statement

‘Should the Governing Body of St Wilfrid’s Catholic School apply to join the Multi Academy Trust and to be included in the first wave of schools to form the Trust.’

The governors agreed to accept an email vote from Mrs Taylor as she would be out of the UK when the meeting took place when they agreed to the date and time of the meeting.

The governors then discussed the implications to staff if the MAT couldn't meet its financial responsibilities outlining various scenarios and plans in place already to combat these.

8. Policy Ratification

Governors approved both the SEND and Complaints Policies

Mrs Gallagher is to continue as the SEN Governor

9. The Role of the Associate Member

Mrs Oddy asked the clerk for an explanation of the role that the Associate Members of the governing body play. The FGB discussed the role and the possibilities for its future under the MAT.

10. Committee Reports

All the committee reports had been circulated with the agenda. There were no comments raised by governors.

11. Governor Visits

Visit reports from Mrs Oddy and Mrs Gallagher had been circulated with the agenda.

12. Dates for next meetings

The following dates were agreed

15th December 2016

21st March 2017

27th June 2017





11th July 2017 (Election meeting)
19th September 2017

Meeting closed at 19:00

Signed.....Date.....

Action Points

Clerk to clarify Role of Associate Members and the public status of Full Governing Body meetings

Clerk to circulate Questions and Answers arising from the Due Diligence Report



