

THE STRATEGY COMMITTEE

<u>Membership:</u>
The Headteacher The Chair of Governors The Vice Chair of Governors The Chairs of Committees

- 8 School development priorities:** The Headteacher explains there has been training from the MAT on writing the SEF and how he and the Deputy have been working on the SEF together. Headteacher goes on to show the curriculum update report and asks governors to look through at their own leisure. The Headteacher highlights the report gives the governors an overview of what is happening within the curriculum. The Headteacher goes on to say the Holy Family MAT has an approach which is theory of change, as we are headed down that route we are making sure the SEF aligns with the MAT processes and how are school development plan links to it. One of the things is theory of change. Headteacher goes on to identify the trust priorities on the school development plan and continues to discuss how it can take 3-5 years to see the change and identifies the needs, key elements, outputs and outcomes. Cath moor asks Headteacher if the assessments are linked to the new curriculum map and are they tested on what they have learned. Headteacher goes on to explain we are not where we want to be but we are travelling in the right direction.
- 9 Policies:** Headteacher discusses changes in KCSIE, he then informs governors that we have a filtering system in place and all pupils will be provided with individual logins so we can identify if any children are flagging up which is a big part of KCSIE. He goes on to encourage the governors to go on and read the new guidance within the KCSIE document. HT goes on to ask for approval for the safeguarding policy and also provided the safeguarding presentation to the governors.
- 10 Staffing structure:** Headteacher goes through the new staffing structure and training for the Nurture. Cath moor asks how the mixed classes are going. HT goes on to explain the curriculum and says its gone ok so far but it is still being monitored.
- 11 Data:** Conversation then goes on around end of year assessments.

Govenors Signature..........

THE STANDARDS COMMITTEE

Membership	Members 2022/23	Quorum
<p><u>Membership:</u> Not less than four governors, including the Headteacher.</p> <p>An open invitation to be extended to all governors to attend meetings as their interests determine.</p>	<p>Headteacher Kevin Doogan Cath Moor Fr Ramesh Charles Donnelly Jill Formston</p>	<p>Three governors, including the Headteacher.</p>

THE ASSETS COMMITTEE

Membership	Members 2022/23	Quorum
<p><u>Membership:</u> Not less than four governors, including the Headteacher.</p>	<p>Headteacher Peter Matthews Kevin Doogan Carmen Davies Lorraine Adamson Colette Haig</p>	<p>Three governors, including the Headteacher.</p>

THE PAY COMMITTEE

Membership	Members 2022/23	Quorum
<p><u>Membership:</u> Minimum of three nominated members of the Assets Committee.</p> <p>The Headteacher [advisory]</p>	<p>As nominated</p>	<p>Three governors, plus the Headteacher [advisory]</p>

THE HEADTEACHER'S PERFORMANCE MANAGEMENT

Membership	Members 2022/23	Quorum
<p><u>Membership:</u> Two nominated Governors, plus the School Improvement Partner [advisory].</p>	<p>As nominated.</p>	<p>Two nominated Governors, plus the School Improvement Partner [advisory].</p>

- 2 **Election of chair and vice chair:** The Headteacher states we are in the Ofsted window it might well be worth keeping the same chair and vice chair for this year. All governors in attendance agree.
- 3 **Declaration of Interest:** The Headteacher asks all governors to complete their declaration of interest form.
- 4 **Agree to the code of conduct:** The Headteacher reiterates how important it is to sign the code of conduct and return it.
- 5 **Skills Audit:** The Headteacher asks all governors to complete skills audit
- 6 **Agreed meetings for the year:** schedule shared with governors
- 7 **Nominated/Link Governors 23/24**

Nominated Governor	Area of Responsibility
Brigid Gribbin-Barlett	Safeguarding
Cath Moor	SEND
Jill Formston	Attendance
Kevin Doogan	Pupil Premium

Link Governor	Subject
Fr Ramesh	RE
Charles Donnelly	Literature
Peter Matthews	Science
Teresa Marnell	French
Lorraine Adamson	Art / Design
Jill Formston	History
Lorraine Adamson	Geography
Cath Moor	SEND
Colette Haig	PSHE
Bridget Gribbin-Barlett	Music
Carmen Davies	PE

Kevin Doogan
Link Governors Role

Maths

A discussion continued about the current Link governor/subjects, Colette Haig offered to do PSHE. Lorraine Adamson offers to do Art/Design.

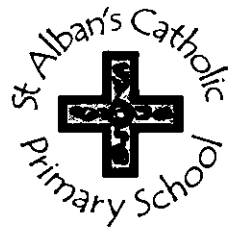
5	7.35	<u>Skills Audit 2023 - 2024</u>
6	7.40	Agree the <u>Meetings for the year</u>
7	7.50	Agree roles - link governors, pay committee, appeals etc <u>click here</u>
8	8	School development priorities - <u>Governor Curriculum update</u>
9	8.10	<p>Safeguarding training - MUST BE UPDATED IN SEPTEMBER in light of KCSIE 2023</p> <p><u>Here</u> is the link to Keeping Children Safe in Education 2023 Safeguarding policy - <u>Here</u></p> <p><u>Here</u> is the link to the Governor training that must be completed if you did not attend the School training in September</p> <p>This course is up to date and in line with Keeping Children Safe in Education (KCSIE) 2023. Please complete again even if you completed last year as there have been updates. This is mandatory for all governors</p> <p>Please read as per statutory guidelines and complete this google form to confirm you have read and understood the Keeping Children Safe in Education 2023 and the Code of Conduct in section 7 <u>Safeguarding Training Presentation</u> from HFCMAT that is useful to read</p>
10	8.15	Staffing Review - KMA <u>here</u>
11	6.30	<p>AOB</p> <p>Polices KMA</p> <p>Safeguarding <u>Policy</u></p> <p>Behaviour policy <u>update</u></p> <p>Data <u>Update</u></p> <p><u>Governor Training available</u></p>

1 PRELIMINARIES

1.1 Welcome: Headteachers welcomed everyone to the virtual meeting of the Business planning meeting.

1.2 Apologise for absence/absentees : Charles Donnelly and Kevin Doogan Have apologised for their absence

1.3 Membership: We have a foundation governor vacancy as well as a parent governor vacancy.

<p>Business Planning Meeting Date: 18th September 2023 Time: 7pm Venue: <u>Online</u></p>	
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Names of committee members:

Name	Attended (Yes/No)
John McDonald	Yes
Charles Donnelly	No
Kevin Doogan	No
Jill Formston	Yes
Brigid Gribbin-Bartlett	Yes
Peter Matthews	Yes
Catherine Moor	Yes
Father Ramesh	No
Vacancy	
Colette Haig	Yes
Carmen Davies	No
Teresa Marnell	No
Lorraine Adamson	Yes

Item	Time	Description
1	7.00	Welcome, prayer & apologies
2	7.05	Election of Chair and Vice Chair
3	7.15	Declaration of Interests <u>Link</u>
4	7.30	Agree to the <u>Code of Conduct</u>