

ST PATRICK' CATHOLIC PRIMARY SCHOOL

ACTIONS AND DECISIONS OF GOVERNING BODY MEETING Tuesday 22nd November 2023 at 5.15p.m.

	Name	Email	Tel	Governor Type
Present				
	Charlotte Gilbert (CG)	Charlotte.Gilbert@st-patricks.wilts.sch.uk		Parent / Vice Chair
	Deborah Chebly (DC)	Deborah.Chebly@st-patricks.wilts.sch.uk		Foundation
	David Moore (DM)	David.Moore@st-patricks.wilts.sch.uk		Local Authority
	Jane Wragg (JW)	Jane.wragg@st-patricks.wilts.sch.uk		Foundation
	Rosie Wilkinson	Rosie.Wilkinson@st-patrick.wilts.sch.uk		Staff
	Jennie Courtney (JC)	jennie.courtney@st-patricks.wilts.sch.uk		Head of School
	Sharon Gilbert (SG)	clerk@st-patricks.wilts.sch.uk		Clerk to Governors
Apologies /Absent	None			
1. Welcome & Opening Prayer	The chair opened the meeting. Prayer was led by JC.			
2. Apologies & Absence	None			
3. Pecuniary Interests	No changes reported			
4. Minutes of Last Meeting	Minutes of the previous meeting 14/9/23 were signed off without amendment			
5. Action Point Update		ACTION	DUE DATE	ACTION BY STATUS
AP14/9:1		Governor Profile for website	immediate	DM Reminder -DM to submit final profile - cleared
Ap14/9:2		Rota for Mass	immediate	JC Launch January 24
6. Chairs Update	<p>6.1 Deputy Head Recruitment. The Interview day has been organised for 23/11/23. CG ran through the plan of the day. Panel members include governors, head and Diocesan representative.</p> <p>6.2 Governors Monitoring Schedule. CG to update the template for 23/24 academic year and populate with relevant school priorities from the SDP. Governors will then be able to plan their monitoring visits. Governors agreed that they had developed a more strategic approach since the previous year. Areas to include in the new schedule:</p> <ul style="list-style-type: none"> • Marketing / website update • Recruiting new GB members / Parent Governor Election in January 24. • MAT – what we need to know – as there is concern over the MAT stretching their resources due to RI schools now in MAT. • Produce a Termly Governor newsletter <p>AP22/11:1 CG</p> <p>6.3 School Mission Statement – work in progress JC to forward draft to governors by end of this term, ready for publication January 24. AP22/11:2 JC</p> <p>6.4 ISDR – Inspection Data Summary Report. CG ran through the report with governors. There was nothing significant or exceptional to highlight in the report, (average range) but it was noted that in Attendance our Absence and</p>			<p>AP22/11:1</p> <p>AP22/11:2</p> <p>Info</p>

<p>10. Next Meeting Date</p> <p>10. Rag Rating <i>Red – Immediate danger requiring immediate action.</i> <i>Amber – Possible danger requiring strategies to avert.</i> <i>Green – Positive no current danger</i></p>	<p>10.2 Pay Policy 23/24 A draft of the 23/24 Pay Policy has been completed. Governors will now need to confirm the pay scale ranges (para 20) and the date applications must be made to be considered for a move to UPS pay scale and movement within UPS pay scale (para 27 & 28)</p> <p>It was also felt that Clarification was needed on what was meant by ‘absolute Performance Measures’ when making the assessment (para 30, 31 & appendix B)</p> <p>AP22/11:3 CG to lead governor review of policy. Agreement & approval before end of this term. Issue to BM to circulate to staff.</p> <p>Meeting Closed 8.15. p.m.</p> <p>10. Next Meeting –Tuesday 6th February 2024 at 5. 15p.m</p> <p><i>Staffing-Amber</i> <i>Pupil Vulnerability / Behaviour – Green</i> <i>Mat Application – Amber</i> <i>Safeguarding – Green</i> <i>Curriculum & Standards – Green</i> <i>Attendance - Amber</i></p> <p><i>Premises - Green</i> <i>Finance – Amber</i> <i>GDPR – Green</i></p> <table border="1" data-bbox="336 987 1313 1294"> <thead> <tr> <th>ACTION POINTS</th> <th>BY WHOM</th> <th>ACTION</th> </tr> </thead> <tbody> <tr> <td>AP22/11:1</td> <td>CG</td> <td>Update Governors Monitoring Schedule</td> </tr> <tr> <td>AP22/11:2</td> <td>JC</td> <td>School Mission Statement Draft to GB by end of Term</td> </tr> <tr> <td>AP22/11:3</td> <td>CG</td> <td>Review of Pay Policy 23/24</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>	ACTION POINTS	BY WHOM	ACTION	AP22/11:1	CG	Update Governors Monitoring Schedule	AP22/11:2	JC	School Mission Statement Draft to GB by end of Term	AP22/11:3	CG	Review of Pay Policy 23/24										<p>Decision</p> <p>Action</p> <p><i>Info/action</i></p> <p>Action</p> <p><i>Info</i></p>
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