

The Cardinal Wiseman Catholic School
Minutes of the Full Governing Body Meeting
Thursday 22nd June 2023 - 6.30 pm

Present at the meeting:

Name	Category of Governor	Information
Nicole Alexander-Morrell	Foundation	<i>Chair of Governors</i>
Nicholas Arratoon	Co-Opted	<i>Chair of Pay Review Panel</i>
Betty Bonnardel-Azzarelli	Foundation	<i>Chair of Resources Committee</i>
Jerrome Buck-Townsend	LA (Citizen)	
Danny Coyle	Staff	<i>Headteacher</i>
Michael Doyle	Foundation	
Clare Ivory	Parent	
Caroline Mackenzie	Foundation	
Anne Majcherczyk-Olczak	Foundation	<i>Chair of Catholic Life Committee & Vice Chair of Governors</i>
Mya Theophilou	Staff	
Roz Smith		<i>Clerk to the Governors</i>

The meeting was declared quorate.

PART 'A' MINUTES

1. The meeting opened with a prayer led by the Headteacher.

2. **Apologies for Absence**

The following is a record of Governors' non-attendance:

Name	Category	Apologies: Received / Not Received	Authorised / Unauthorised Absence
Lystra Luke	Co-Opted	<i>Apologies Received</i>	Authorised Absence
Edyta Marciniuk	Parent	<i>Apologies Received</i>	Authorised Absence
Noel Rutherford	Foundation	<i>Apologies Received</i>	Authorised Absence
Michelle Samuel	Foundation	<i>Apologies Received</i>	Authorised Absence
Michelle Sylvester	Foundation	<i>Apologies Received</i>	Authorised Absence

3. **Official Welcome to New Governors**

Clare Ivory, Parent Governor, and Jerrome Buck-Townsend, Local Authority (Citizen) Governor were officially welcomed to the Full Governing Board at this meeting. The Clerk advised that Edyta Marciniuk would be welcomed officially at the first Full GB meeting in September. A short introduction took place.

In their absence, the Clerk bid farewell to Lystra Luke, Foundation Governor and Noel Rutherford, Co-Opted Governor. Governors in attendance wished to thank them both for their hard work and commitment to the school and its Board throughout their time in office.

The Clerk advised that the school was waiting to receive Mrs Majcherczyk-Olczak's and Mrs Samuel's DBS clearance. As soon as the information is received, this will be forwarded to the Diocese of Westminster for their re-appointment as Foundation Governors. Although their term in office ends on 31st August 2023, they could continue attending Governors' meetings as Observers until their Decree of Appointment is issued by the Bishop. The school was also waiting to receive DBS clearance for Mr Buck-Townsend as our Local Authority (Citizen) Governor and access to the school's secure network will be provided to him as soon as his DBS clearance is received.

Mr N Arratoon advised at this meeting that he would be stepping down from his role as a Co-Opted Governor

due to additional work commitments. However, he would like to remain in post until the end of December 2023. Governors acknowledged this notification and thanked him for his commitment and hard work during his term in office.

4. **Declaration of Business Interests**

Those in attendance were asked if there had been any changes in circumstances in connection with their original Declaration of Business Interests. Their reply was 'No Change'. C. Ivory and J. Buck-Townsend were asked to complete and sign a Declaration of Business Interests along with the Governors' Code of Conduct. The documents were handed back to the Clerk at the end of the meeting.

5. **Headteacher's Report to Governors**

The Headteacher's Report had been provided to Governors prior to the meeting. He advised that his Report included the following items and he would be referring to these accordingly:

- Chaplaincy Report
- Behaviour and Attitudes & Safeguarding
- Racist Incidents Involving Pupils Report
- Vulnerable Children
- Pupils with Special Educational Needs (SEN)
- Pupils receiving free school meals
- Parental Engagement
- Updates on: Finance & Site, Staffing & Recruitment,
- Staff wellbeing and continuing professional development (CPD)

He confirmed that in the three months since the last Full Governing Body, Governors had met twice as members of the Resources committee, twice as members of the Curriculum committee, twice for Catholic Life meetings, and once as the Full Governing Body to set the 23/24 budget. He added that his report would provide an overview of the discussions at those seven meetings. In addition, his report would also be structured around the key Ofsted judgements as well as Catholic life.

Chaplaincy

The Head referred to the Chaplaincy Report pointing out that it was a very comprehensive document which had been prepared by the School Chaplain. The new Assistant Chaplain was in place and both of them had been very active in the spiritual life of the school, raising money for children and planning events for the next three weeks ahead. The school was blessed to have such an outstanding Chaplaincy team. The Head advised that in the last four weeks, two of our students had passed away and he provided details of how difficult it had been for the community. The role of the Chaplaincy in supporting everybody had been exemplary and support had been provided to adults as well as children. The Head confirmed that the Chaplaincy would be taking a group of children to Walsingham and he would be accompanying them.

Quality of Education

The Head advised that the Director of Curriculum had presented this topic at three Governors' Curriculum Committee meetings and Quality of education was the substance of what we do every day at Wiseman. There had been an outstanding report prepared by the Director of Curriculum highlighting the thinking and planning that goes in the curriculum leading to its final impact. During the May meeting, the Director of Curriculum had revisited the three objectives from the previous year: the importance of schemes of work, understanding the white paper and the centrality of curriculum intent. Governors had been provided with the Curriculum Leaders' Checklist (Intent, Implementation and Impact) as it was important for Governors to have an understanding of this.

At the Curriculum Committee's May meeting, the Head presented on "Adaptive Teaching" and he had explained how all pupils can 'learn more, know more and remember more'. The importance of mental

schema and sticky knowledge had been emphasised. In addition, a presentation on ‘Equality and Diversity’ had been delivered to Governors where the key focus was the performance of pupils from a Black Caribbean heritage. This will become a Senior Leadership Team position on the wide area of equality and diversity from September. There had been plenty of work to prepare students for their Year 11 exams and Year 10 students were being prepared for next year’s. GCSEs exams had finished but some A’ Level exams would commence the following week. Cardinal Wiseman was expecting strong results in August which would show the quality of our education at our school.

Intent

The Head confirmed that, as indicated by the Director of Curriculum, all departments would be revisiting their curriculum intent in the remaining weeks of the academic year and a consultant would be brought in to support Curriculum Leaders with this work.

Implementation

The Head advised that the school was focusing on how the curriculum was taught and assessed to ensure pupils can build their knowledge and apply that knowledge as skills. The school was currently embarked on “Learning Review 3” and a comprehensive analysis will be presented to Governors at their Curriculum meeting in the Autumn term. The Head confirmed that staff training was fundamental and his October 2022 and March 2023 Headteacher’s Reports detailed the targeted and comprehensive arrangement of professional development available to staff. Since then, this strategy had continued as it was a key element of how our teachers were trained. He emphasised that some of this training was being delivered to teachers by our own teachers, who are individuals with a great deal of expertise. Occasionally, training has been delivered by outside providers. The Early Career Training programme was being delivered in-house. The Head provided an impressive listing of professional development from March up to July and he pointed out that this should be fully recognised by Governors. There was no complaisance at Cardinal Wiseman, as members of staff were improving themselves to better care for our students.

Impact

The Head advised that as indicated in the Director of Curriculum’s presentations to Governors in February and May, Cardinal Wiseman is confident that both Years 11 and 13 will perform well in their public examinations. Students had been provided with additional support (intervention) during lunch breaks and after school with some departments providing Saturday and Easter holiday revision. Year 13 A’ level and BTec Year and Year 11 GCSE examinations had concluded. Exams Results would be published on 17th and 24th August, respectively. The Head added that when discussing the impact of our Quality of Education work, staff are clear that, whilst examination success is paramount, it is based on the centrality of a broad and balanced, well sequenced curriculum. He pointed out that the education provided by this curriculum is not only for examination success but it is also the knowledge and cultural capital necessary to flourish in life and to be an active citizen.

Behaviour and Attitudes (and Safeguarding)

The Head pointed out that behaviour and attitudes (including safeguarding) were the other key elements of success as it is the responsibility of school leaders in this area to create a safe, calm, orderly and positive environment in the school. The Head encouraged Governors to read the Behaviour and Attitudes and the Safeguarding Report - May 2023 prepared by the Director of Inclusion. A copy had been provided to Governors to read prior to the meeting. The Head provided the following ‘headlines’:

Attendance from September 2022 to May 2023 at Cardinal Wiseman has been kept at 95% (Nationally, it is 92.5%) – Our school is comfortably above that. Students feel safe at school and we are pleased about this level of attendance.

Suspensions: The Head highlighted the comments made by the Director of Inclusion as follows:

Are exclusions increasing or decreasing?

Suspensions generally increase in the spring and summer term as sanctions are escalated. One student in Year 9, accumulated multiple suspensions. This student has moved to a new educational setting. Suspensions for White British students has reduced by 16%. Black and white Caribbean students account for only 5% of the total suspensions.

What is the proportion of repeat exclusions? Are repeat exclusions increasing or decreasing?

Seven students in the summer term who have been suspended, have had repeat suspensions. Clear support plans were put into place for all students to support their emotional, academic and behavior profile in school. Some students have been referred to the SEN team for additional support.

Are the figures above or below the national average?

The National suspension rate for 2018/19 (latest published data) was 10.75%

-The Ealing suspension rate for 2019/20 was 6.4%

-Cardinal Wiseman suspension rate for 2021/22 was 7.7%

-Cardinal Wiseman suspension rate for 2022/23 is 6.45% (a reduction of 1.25%)

The Head advised that Cardinal Wiseman is below the national average rate and we are satisfied with this but not complacent.

Are there any pupil groups that are particularly affected by suspensions?

White Eastern European males and males overall.

What are the main reason(s) for suspensions?

-physical altercations with other students

-persistent disruption to teaching and learning

-vaping

Are exclusions more effective in changing some behaviours than others?

Yes, physical incidents with follow up reflection work on their return. An additional intervention strategy has been that students will have a one off sessions with the behaviour and inclusion service post-suspension.

Parental engagement is also key.

Permanent Exclusions

The Head informed Governors that two Year 9 pupils had been permanently excluded.

Impact

The Head confirmed that at Cardinal Wiseman there is a fulltime SWIS worker who does preventative and reactive social work. The impact had been significant in terms of immediate advice and guidance for DSL's. Referrals to social care had been reduced due to SWIS support on site. Unfortunately, the SWIS service will terminate at the end of this academic year as indicated by the Local Authority. Additional support for students is available at school but it is not free, the school pays for such services: counselling, mentoring, psychotherapy, mental health practitioner, etc). In addition, Alternative Provision is available to students provided by Academy21, West Thames College, Ealing Alternative Provision (medical), Hillingdon Alternative Provision and EAP Pilot Scheme.

Deaths of Students

The Head informed Governors of the death of two Cardinal Wiseman students in April 2023 and in May 2023. A critical incident plan was created for both students (available on Governors' request) and guidance was sought from the LA and educational psychologists. The Chaplaincy team was essential in the support given to the families of the bereaved, their friends and close pupils. The LA provided support and sent a team of

education psychologists. The Inclusion team had put in place short and long-term strategies. The Director of Inclusion will be asked to speak to Governors and provide more information at a future meeting.

The Chair wished to thank the Director of Inclusion for providing this degree of data and detail to Governors, it is a very informative and detailed report and, on behalf of the GB, could the Head please thank her. The Head agreed.

There were no further queries/comments.

Personal Development

The Head advised that personal development is promoted at school to develop students' knowledge outside the classroom and for students to have access to a wide and rich set of experiences which will develop their talents and interests. Since the October 2022 Full Governing Body meeting, there have been numerous examples of the scale and ambition of our Personal Development work. He encouraged Governors to see the list of 'Trips and Visits' on the school's website and read about the Catholic Life activities as highlighted by the Chaplain's report. He had also provided a list of planned assemblies. The PHSE curriculum continued to provide a planned and cohesive approach to personal development. The Head added that a Year 8 "employability day" had taken place in March and pupils were given the option to interact with a number of employers. At the same time all Year 9 pupils were "interviewed" as part of their engagement with careers. On-site activities for pupils include karate classes, modern dance, Irish dancing and boxing. Overall, there has been a huge increase in enrichment activities and, next year, the Senior Deputy Head will take on board the role of 'cultural activities' at school. Personal Development is very strong at our school and it will continue to improve in the future.

Q: Has there been an international trip this year?

R: Yes, the History department is going to The Somme in July.

Q: Did many Pupil Premium students attend these activities?

R: Yes, we can identify who the students are and they are included.

Learner Support Team

Intake in September 2023

The Head advised that from September 2023, our school will be welcoming 14 EHCP holders and this was the highest number our school had ever received. He added that as a Catholic school, we are morally placed to help those students. All students have complex needs requiring a range of provisions to be implemented. They will be visiting the SEN department next week. During the transition visits, the number of students at SEN (Special Educational Needs) Support aim to be finalised for the Autumn Term.

Access Arrangements

During the public exam period, 77 Year 11 students had access arrangements and 63 in Year 13. The increase in students using rest breaks to support their anxiety has been substantial. It needs to be noted that there is an increase in departmental work to ensure access arrangements are in place for Years 10 and 12 students who have had formalised exam weeks in the Summer Term.

Leadership and Management

General

The Head highlighted the importance of the recruitment of teachers and, for the leadership of the school, it is clear that continuing professional development, aligned with the curriculum which develops teacher content knowledge over time is central to driving school improvement. As explained at the Catholic Life committee on 9th May, a shared understanding of "All Things for Christ" will be a key part of the school's work from September.

Staffing

The Head informed that it had been a challenging time in terms of staff recruitment. In particular with the recruitment of a Computer Science teacher; unfortunately, there were not enough applicants. This reflects the national picture. Despite the challenges, the school is broadly satisfied with September's profile. He advised that a recruitment list had been provided to Governors. The recent recruitment of SLT was very strong, as Governors would be aware of the difficulties of the "transition year" when a number of SLT left in July last year. He confirmed that from September, our school would have a strong and experienced SLT. The restructuring of the Finance office, as discussed at the Resources committee meetings on 20th October 2022 and 9th February 2023 was complete and was pleased with the appointment that was made. The Head reminded Governors that the National Education Union has been involved in national industrial action against the government. To date, the school had been closed on six occasions. On the last four strike days, Years 11 and 13 were in school for lessons or supervised study. All other pupils were taught remotely where possible. Two more strike days had been announced for 5th and 7th July but the school would be closed.

Community

The Head advised that Years 7, 8, 9 and 10 would be holding celebration of success evenings at the Visitation Church where students and parents meet and where accolades will be presented to students. The Head confirmed that Admission Appeals meetings had taken place on 15th June 2023 and there would be feedback later in the meeting. The Year 6 Parents Evening would be taking place for parents of children starting at Cardinal Wiseman in September 2023. The Year 11 Prom would be taking place on 23rd June and the 6th Form Ball would be held on 28th June. The school production "Little Shop of Horrors" will be performed in July with a matinee show and two evening shows. Governors were invited and encouraged to attend the school production. Digital newsletters were available to see on the school's website and Governors were encouraged to look them up to find out what is happening or taking place at Cardinal Wiseman.

Academisation

The Head advised that two local primary schools had indicated their willingness to participate in the conversion to a Catholic Academy Trust alongside Cardinal Wiseman. As stated in his March Headteacher's report, due diligence had been completed by Cardinal Wiseman. The primary schools' colleagues will have to undertake a similar process. In view of this, he advised that, in order to proceed, the Full Governing Body must discuss and consider the following resolution:

"The Governing Body of Cardinal Wiseman Catholic School will apply to Westminster Diocese for consent to the Conversion; and subject to receiving the consent complete and submit an application for an Academy Order".

The Chair pointed out that Governors had not discussed academisation in depth and, as governors, we needed to understand what this involved and a separate meeting will be needed to discuss this. A Governor agreed that this topic had not been discussed by Governors for a long time.

Action: Those in attendance agreed for 'academisation' to be discussed at their first meeting in September and for the Headteacher to present a paper to the Full Governing Board. This should be included as an agenda item.

Premises

The Head referred to the report prepared by the Site Manager and he thanked Governors for their support to approve the perimeter fencing around the school. He provided a sample of the proposed fencing and confirmed that this would provide additional security to the school and he emphasised that this needed to be tightened up as safety was paramount. The Head referred to the discussion at a previous meeting regarding the reduction of electricity costs; coincidentally, from one of the large projects that is being funded for works on the Galilee 1st floor to roof, the building company will factor in new LED lighting throughout the building as part of the job. They had made some calculations on the savings this could make and have

advised: “After running some preliminary calculations, if the ground floor lighting was changed to LEDs, then you would also save approximately **11,865kWh** of electricity which translates to about **£2,964.00 per annum**. You would also be preventing approximately 2 tonnes of carbon dioxide from entering the atmosphere. This under the assumption you pay 25 p/kWh and have the lighting on for 10 hours a day.”

Lettings – The Head confirmed that lettings at our school should be expanded and, for that purpose, we may have a person lined up for a Lettings Manager role. A meeting is due next week to discuss it further.

The DfE funding is to be used specifically for fire prevention and the Chair and the Headteacher had met to discuss how to progress this.

Jerusalem building issues – The Head advised that the Roof plant was severely infested with pigeons nesting in and around the air handling units. An environmentally clean and a proofing programme was arranged and the works were almost complete. 420 pigeons had been removed over the past few weeks.

Finance

The Head referred to the Finance report prepared by the School Business Manager. As Governors were aware, the 2023/24 budget was approved by the Governing Board in April and it is now fixed in FMS6. Following Local Authority advice, the school had budgeted for larger than usual ‘utility’ costs but it is hoped costs will not continue rising. The school was still awaiting confirmation of actual allocations to the different funding streams like Pupil Premium and Tutor-Led Funding. Bursarial Support finally closed the 22/23 financial year and confirmed the closing balance of £622,936. The Final CFR (Consistent Financial Reporting) report was extracted and uploaded to the DfE (Department for Education) site. The new Finance and HR Assistant had started in May and she was undergoing training to take on the administrative tasks and functions of the former Finance and HR Manager.

The Head confirmed that, as discussed at the Resources committee on 25th May, the school had budgeted for a 3% salary increase for all staff but the school did not know what the pay settlement would be for next year. The School Teachers Pay7 Review Body had recommended 6.5% to the DfE. The school is hopeful that DfE will fund this but, if not, we do not know what is going to happen. This was key for our school and for schools nationally. The Head pointed out that a carry forward of £128K was being projected. Financial documents had been added in ‘SharePoint’ and, as we are only on the second month of the new financial year, there were no issues emerging as we were just settling payments.

Policies

The Head advised that he had not brought any policies for Governors to oversee at this meeting but an overview of all policies, with approval dates, will be presented at the first Full Governing Body in the new academic year.

6. Update of Schools Admissions/Appeal Processes from September 2023

The Chair of Governors advised that M. Sylvester had submitted feedback on the Admission Appeals that took place on 15th June 2023. In preparation for this, a number of Governors and the Admissions Administrator had taken part in Admissions and Appeals training provided by the Diocese. However, Governors felt that, despite the training, it had not been enough to prepare M. Sylvester, representing our school, at the recent Appeals meetings. Many of the questions raised by the panel required detailed knowledge of the school (i.e. width of corridors, fire drill timings). The Head confirmed that he would be happy to represent the school at Appeals. The Chair thanked the Head for coming forward and she wished to request for a Governor to attend and observe the appeal meetings, if possible. The Chair advised she would follow this up with the Diocese as the training did not equip governors with the level of questioning that came up at the recent Appeals meetings.

Q: A Governor asked if those questions had been asked by parents.

R: The Chair replied the Panel wanted to know how the school managed the movement of children at school.

The Chair confirmed the Appeals Panel had upheld two applications.

Action: The Chair advised she will contact the Diocese to feedback on the admissions appeals training.

The Chair thanked M. Sylvester for attending the 12 appeals meetings, it had been a very difficult day. The Head agreed that it can be a very harrowing experience. The Chair thanked the Head for agreeing to represent the school at next year's appeals.

7. Headteacher's Review Date, Review Panel Membership and Essential Training for Governors

The Chair encouraged Governors to participate in this important training by providing further information on the importance of this role. The following Governors came forward and agreed to take part in the training:

- Jerrome Buck-Townsend
- Clare Ivory
- Michael Doyle
- Anne Majcherczyk-Olczak

Action: The Chair will email Governors further information on Headteacher's Review and training date.

8. a) Review of Sub-committees in place and their membership

Admissions Panel:

The Chair of Governors advised this will be the first year for parents/carers to complete and submit their Application for Admission to Year 7 On-Line. The Admissions Administrator has advised that the new on-line system was already proving to be very effective. It is expected the new on-line system will be more efficient and the school will use less paper. The Admissions Administrator will be asked to provide an overview and samples of applications to Governors at the Admissions Panel meeting in the Autumn Term. The Chair encouraged Governors to join the Panel in order to acquire expertise on the Wiseman's admissions protocols.

- ✓ **Clare Ivory** agreed to join the Pay Review Panel and Curriculum Committee.
- ✓ **Jerrome Buck-Townsend** agreed to join the Discipline/Exclusion/Complaints Panel and Resources Committee
- ✓ **Michael Doyle** agreed to join the Admissions Panel, Catholic Life Committee, Resources Committee and the Discipline/Exclusion/Complaints Panel.

Action: The Clerk will update the Membership document.

b) Allocation of Governors to Link Roles

The Chair provided a brief of what the role of a Link Governor entails and advised that this is one of the areas Governors needed to get involved and to carry out visits to the school. This was particularly important as the school was due a visit by Ofsted in the new academic year and this would be an area for Governors to get involved in. The Chair confirmed this is a very inspiring and rewarding role for a Governor.

The following Governors came forward and agreed to become 2023/24 Link Governors with specific responsibilities at Cardinal Wiseman:

Child Protection:	Nicole Alexander-Morrell, Daniel P Coyle
Literacy:	To be confirmed
Looked After Children:	Daniel P Coyle
Religious Education:	Anne Majcherczyk-Olczak

Numeracy:	Michael Doyle
Special Educational Needs:	Michelle Sylvester
Looked After Children:	Jerrome Buck-Townsend
Students' Careers/PSHE:	Caroline Mackenzie & Michelle Samuel
Training for Governors*:	Clare Ivory

(*To focus on training as per individual / group Governor's needs and roles within the Board)

Action: A Governors' Skills Audit to take place in September 2023. Consideration will be given to bring in an external consultant to oversee this.

9. 2023/24 'Proposed' Governors' Meetings Dates

The Head advised that the 'Proposed' dates were still in draft form in order to ensure these were aligned with the school's yearly calendar of activities. Governors reviewed the 'proposed' Governors' Meetings Dates for 2022/23 and agreed that the first Full GB meeting should take place on Tuesday 12th September 2023. The remaining dates will be updated by the Head and these will be put forward for approval at the Additional Full GB meeting in September.

Decision: The 2023/24 Governors' Meetings Dates will be presented at the Additional Full GB meeting in September.

Action: The Clerk will update the proposed Governors' meetings dates for 2023/24.

10. Director's Report

A link to the Summer 2023 Director's Report was emailed to all Governors directly by Ealing Governors. The Chair of Governors advised that by clicking on the link provided on the agenda, the report could be accessed via EGfL (Ealing Grid for Learning). The report consists of a series of links to EGfL pages and it was worth going through them. Governors were encouraged to follow that route as the report cannot be formatted as a downloadable document. Governors were advised that the LA's Director of Education was due to visit Cardinal Wiseman in September.

11. Report of Governors' Visits

There were no Governors' visits to report.

12. Correspondence to the Chair of Governors

The Chair of Governors advised that letters from Unions had been received regarding their forthcoming strikes. There had been appeal letters due to exclusions but no other correspondence had been received.

13. Governors' Training

The Clerk had provided the links on the Agenda to the various organisations supporting the work of Governance. Governors were encouraged to participate in the courses available.

14. Minutes of Previous Full GB Meetings:

The Minutes of the Full GB meetings held in the Spring Term had been made available to all Governors. The following documents were taken as read:

- a) **Spring Term Full GB meeting held on 23rd March 2023: *Minutes were Agreed***
- b) **Budget Setting Full GB meeting held on 27th April 2023: *Minutes were Agreed***

15. Matters Arising

- a) **Spring Term Full GB meeting held on 23rd March 2023: *None***
- b) **Budget Setting Full GB meeting held on 27th April 2023: *None***

16. Verbal Committee Updates & Approval of Committees' Minutes of the Summer Term 2023 Meetings

Copies of the draft Minutes of the various Sub-committees' meetings that took place during the Summer Term had been provided to all Governors. The documents were taken as read.

▪ **Admissions (N Alexander-Morrell in the absence of L Luke)**

There was nothing further to add as this item had been discussed earlier in this meeting.

▪ **Catholic School Life (A Majcherczyk-Olczak)**

The Head advised Catholic Life at school had been highlighted in the Chaplain's report included in his Report to Governors which had been discussed earlier at this meeting and he confirmed the R.E. Department was going from strength to strength.

The Committee's Chair advised that during her visit in December, she had seen the different forms of testing and colour coding which were helping students remember what they were learning and teachers followed students' progress from Years 7 to 13. The Chaplain's work was outstanding and she will have additional help from the Assistant Chaplain who was recently appointed. Catholic Life at school was strongly supported by the R.E. department and, in addition, a number of students were being rewarded with a trip to the Shrine of Walsingham in July. The Catholic Life committee had held its Summer term meeting on 4th May 2023 and the draft Minutes had been provided to Governors for their information. There was nothing further to add.

▪ **Curriculum (N Alexander-Morrell)**

The Curriculum Committee Summer Term meeting took place on 18th May 2023 and the draft Minutes had been provided to Governors for their information. There was nothing further to report.

▪ **Resources (B Bonnardel-Azzarelli)**

The Resources Committee Summer Term meeting had been held on 25th May 2023. The Chair confirmed that A Finance update had been provided by the Head earlier in the meeting and the draft Minutes complimented this. The Head advised that he and the Chair of Finance will meet with the School Business Manager and discuss the School's policies.

Action1: The Head will set up this meeting.

The Chair advised that the fire safety works will take a year and Governors should set a panel to oversee the work and she asked the Chair of Resources if she could check this up. The Chair of Resources replied that she would be happy to consider setting up a Working Group of Governors. She added that the school should have a plan about the work being done by the consultants and highlighted there should governance engagement from the beginning.

Action2: The Chair of Governors will email the Chair of Resources further information about the DfE expected funding.

There was nothing further to add.

▪ **Pay Review Panel (N Arratoon)**

The Chair advised that no meeting had taken place during the Summer term and added that he would be stepping down from his role as a Co-Opted Governor; therefore, Governors would need to appoint a new Chair to the Pay Review Panel in the Autumn Term. Governors acknowledged this information. There was nothing further to add.

19. D.O.N.M.: Tuesday 12th September 2023 (Additional FGB Meeting)

Meeting closed at 8pm

Part 'A' Minutes Approved by:

Nicole Alexander-Morrell
Chair of Governors

Roz Smith
Clerk to the Governors