

The Cardinal Wiseman Catholic School

Minutes of the Full Governing Body Meeting

Tuesday 11th September 2018

Present

Maggie Pound - Observer
Lystra Luke - Foundation Governor
Gav Rewt - Staff Governor
Pat McCarthy - Foundation Governor
Michael Kiely - Headteacher
Nicole Charles-Morrell - Foundation Governor
Gill Kennedy - Clerk cover

Apologies received and authorised

Betty Bonnardel-Azzarelli – Foundation Governor
Nicola Atkinson - Foundation Governor
Roz Smith - Clerk
Nicholas Arratoon - Co-opted

Michelle Samuel - Foundation (unauthorised absence)

The meeting was declared quorate.

1. Prayer

M Kiely opened the meeting with a prayer

2. Apologies

As above

3. Governing Body Membership Update

- Maggie Pound has completed her term of office and is waiting for confirmation of re-appointment
- Fr John Egan has been relocated by the Pallotine Fathers
- Jim Moreland has completed his term of office and will not be reapplying

Declaration of Business Interests

Those Governors who have not completed a form are asked to do so and return it asap
No changes were declared

4. Election of the Chair

Governors decided to postpone the election until the next FGB Meeting

5. Election of the Vice Chair

Nicole Charles-Morrell was nominated and elected as vice-chair for the academic Year 2018-2019.

6. Minutes of previous meeting

As the previous minutes were not available and not all Governors had read them it was agreed to postpone this item until the next meeting.

7. Matters arising

As item 6 above

8. Policies reviewed and updated by the school's Policies Working Panel

The following policies were scrutinised by the working panel. Comments were sent to Gary Wilkinson (DOS) and amendments made.

- 2018 Admissions Criteria – In Year
- 2018 Admissions Criteria Yr7
- 2018 Admissions Criteria Yr12
- 2017 Attendance Policy Yr7-13
- 2018 Attendance Policy Yr 7-13
- 2018 Assessment, Marking and Feedback Policy
- 2018 Charging and Remission Policy
- 2018 Child Protection and Safeguarding Policy
- 2018 Data Protection Policy
- 2018 Equalities Statement from Diocese of Westminster
- 2018 Equality Statement
- 2018 E-Safety Policy
- 2018 Pay Policy Support Staff
- 2018 Pay Policy teachers
- 2018 Schools Visits and Trips Policy
- 2018 Special Educational Needs Information Report
- 2018 Special Educational Needs Policy

These policies were ratified by the Governors at the meeting

The 2018 Pupil Premium Report is still under review following the schools' recent exam results and will be presented at the next FGB Meeting

The HT stated that the GCSE outcomes showed no gap between FSM pupils and the rest of the cohort. Governors were very impressed with this information.

The Admissions Policy was further discussed by Governors (see item 11)

9. Additional Policies not reviewed by the School's working Panel

- FGB code of conduct 2018
- The Construction (Design & Management) Regulations

These policies were ratified by the Governors at the meeting

10. 2018/2019 List of Statutory & Non-Statutory School Policies

These will be referred to the next FGB Meeting.

11. Admissions Policy 2019/2020 Update

The HT proposed to review the policy whereby 30 year 7 places are reserved for Catholic pupils who live in the Deanery but were unable to get into Catholic Primary schools. This year, some pupils from feeder schools did not get into the current Year 7 but other pupils living further away did get in. The local Catholic population is changing and as Primary schools are now able to accept most applicants, this policy may need to be changed.

Governors discussed and agreed to monitor.

12. Academies update

HT – The diocese is in consultation for Harrow schools to move to an academy in December 2018. The Sacred Heart will join with 5 primary schools. Ealing and Hillingdon schools will possibly be next year. Governors discussed this.

13. Updates of finance Procedures 2018/19

- The assets Register was completed in June
- Bank signatories will be updated. Liz Buffini and Chris Carr will be replaced by Claire Murphy and Anne-Marie McLoughlin

These and other items will be referred to the next FGB

14. The following will also be referred to the next FGB

- Confirmation of Membership of Committees
- Governor Meetings Cycle
- Link Governors 2018/19

15. Any other Updates

HT – The recent exam results were outstanding. He praised the work of all the teachers
The recent OFSTED report praised the work of the Governors

DONM

10th October 7 pm

The meeting closed at 7.55 pm