

**The Governing Board**  
**St Mary's Catholic Primary School, Poole**  
**Summary of Local CAST Board Meeting**  
**Held on Wednesday, 7<sup>th</sup> December 2022 at 6:00 p.m.**

**Present:** Mrs L. Culkin (Chair), Mr M. Hayward, Mrs K. Houston-Kypta, Mr K. Jones, Mr A. Nightingale, Mrs C. Tickel (Executive Headteacher) and Mrs R. Webb.

**In Attendance:** Mrs P. Rushton (Clerk).

**Apologies:** Mrs M. Norrish and Mr S. Thomas (Head of School).

**Matters Arising**

- Discussion around expectations of Ofsted. Training available from BCP. Ofsted likely to look at KS1 writing.
- Discussed issues around staff well-being, including anxiousness about the future and communication. Well-being group has been set up led by Mrs Watts. SLT workload considered to be unusually heavy.
- Discussed the future leadership of the school.

**Headteacher's Update**

Mrs Tickel reported:

- There have been no safeguarding concerns.
- New teaching staff joining the school: Ms Emblin, Mr Brooke-Middleton, Miss Lomas and Miss Lesley.
- New TAs joining the school: Ms Baczala, Ms Brian and Mrs Dallimore.
- A teacher has resigned and will leave at the end of this term. Mrs Gilchrist has been appointed to work alongside Miss Lomas, who will increase her working hours to three days per week.
- Mrs Russell has resigned and replaced by Mrs Morris who will start in January.
- Mrs Luff has been appointed as an MSA. The school has a vacancy for an MSA.
- Teacher absence stands at 75.8 days this term, which includes a long term absence. Pre-Covid it was expected that people would have taken less time off work. Governors discussed reasons for absence.
- Deep dive for EYFS being undertaken on 5<sup>th</sup> January led by Jonathan Payne who was previously an EYFS Lead for BCP.
- The school has had one formal School Improvement Officer (SIO) visit which focused on the early reading deep dive. The SIO will also meet with ST.
- Read, Write, Inc. has improved. The library has improved and the books categorised. Read, Write, Inc. development days are used to coach leaders and provide mini training sessions for teachers and TAs.
- A deep dive has been undertaken in maths. Evident staff are following the maths scheme, but children need to be able to use apparatus more and access resources independently. SLT want to hear the times tables happening daily and for each class to have a maths learning wall.
- A deep dive in RE will be done next term.
- Coaching opportunities are provided for less confident subject leaders with the focus on the vision for their subject.

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**Governance**

Governors reported on visits they had undertaken this term.

**Policies**

- A new attendance policy is in place.

**Any other business**

- Governors discussed pupil premium and a donation from St Anthony's Parish Council.