**Present:** Mrs A. Harris (Chair), Mrs H. Armstrong, Mrs L. Culkin, Ms R. Granger, Mr M. Hayward, Mrs K. Houston-Kypta, Mrs E. Masters, Mrs M. Norrish and Mr S. Thomas.

**Apologies:** Received and accepted from Mrs M. Kus-Kwiatkowska.

**In Attendance:** Mr C. Lakatos (Teacher) and Mrs P. Rushton (Clerk).

**All Together Project**

Mr Lakatos presented his work on the All Together Project – an anti-bullying programme run by the Anti-Bullying Alliance.

**Matters Arising**

* Further meeting will be arranged to discuss the recent staff survey.
* School Council meeting to be attended by Mrs Culkin.
* Letter regarding parking had been sent to parents. The school continues to work on improving the parking situation. Agreed School Council would run a campaign to get the message across to parents.
* Curriculum planning format to be retained. There have been no radical changes to the school’s curriculum. Peer to peer work has been undertaken with St Joseph’s.
* Section 48 RE Inspection to take place on 12th February. Mrs Armstrong advised she was confident about the inspection as the spiritual life of the school is strong. Mrs Master explained that under the new framework pupil participation and voice is prominent. Books will be reviewed to prove progress. Positive feedback is being received about the children’s knowledge from the leaders of the Holy Communion programme.
* Update on exclusions.
* Working party set up by Plymouth CAST to look at GAG pooling. Future budgets to be needs based with benchmarking data used to inform decisions. Consultation on the proposal is to take place and Mr Hayward will be working with Mrs Armstrong on the Governing Board’s response.

**Reports from Named Governor Leads**

Governors reported on the activities they had undertaken since the last meeting relevant to their named roles.

**Governor Roles**

Governors agreed roles linked to the SIP and to curriculum subjects.

**Chair’s Update**

Schedule of Accountability updated and checklists produced. This document is currently out for consultation.

**Policies**

The following CAST policies were noted by Governors:

* Admissions Policy
* Equality Objectives
* Pupil Welfare (Behaviour)
* Managing Allegations Against Staff
* Safer Recruitment.

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**Governor Training**

Safer Recruitment training to be organised for Mrs Harris. The school had three Governors trained in Safer Recruitment.