

**The Governing Board
St Mary's Catholic Primary School, Poole
Summary of Local CAST Board Meeting
Held on Tuesday, 1st November 2022 at 6:00 p.m.**

Present: Mrs L. Culkin (Chair), Mr M. Hayward, Mr K. Jones, Mr A. Nightingale, Mrs M. Norrish, Mr S. Thomas (Head of School), Mrs C. Tickel (Executive Headteacher) and Mrs R. Webb.

In Attendance: Fr. J. Webb and Mrs P. Rushton (Clerk).

Apologies: Mrs K. Houston-Kypta.

Board Membership

- Mr Hayward was appointed as a Co-opted Governor.
- Mrs Culkin was elected as Chair of the CAST Board.
- Mr Hayward was elected as Vice-Chair of the CAST Board.

Matters Arising

- Pupil Premium report and Sports Premium report will be completed shortly and uploaded to the school website.
- Review of Chair's performance has been completed and a summary of responses is available on Governor Hub.

Headteacher's Update

Mrs Tickel reported:

- Two priorities were identified at the last Ofsted:
 - To improve middle leadership, especially subject leadership
 - To improve teaching and learning for the average child, including raising the expectations of teachers for these children, especially if cuspy or coasting.
- Lots of work has been done on middle leadership. Staff days held in February and June and leaders have revisited the Intent, Implementation and Impact model. Subject leaders working through the model with the curriculum intent being the starting point. October staff day used to clarify what subject leadership means. Subject leaders are being expected to do their own research and self-evaluation. Action plans are important for implementation and most subject leaders now have action plans in place.
- Deep dives are taking place. The early reading deep drive is being led by Alan Frame, the school's School Improvement Officer. The science deep dive will be led by the science leader from St Catherine's School in Bournemouth. Maths will be led by the Leads for St Mary's and Christ the King.
- Learning walks are undertaken regularly by phase leaders, with the last learning walk focusing on the environment and high expectations. Books checks are also done to look for consistency across their phase.
- Subject leaders are being buddied up across both St Mary's and Christ the King to allow for collaboration and sharing of practice. Meetings have been positive.
- Staff will be revisiting the questioning and review elements of Rosenshine. Teachers and TAs will be working on the oracy project which is linked to metacognition.
- The school has an SLA in place with an Educational Social Worker who will help the school to monitor attendance.

**The Governing Board
St Mary's Catholic Primary School, Poole
Summary of Local CAST Board Meeting
Held on Tuesday, 1st November 2022 at 6:00 p.m.**

- Two contacts have been made with Early Help and First Response since September. A Domestic Violence report has been received leading to a Social Care response. BCP have undertaken a safeguarding audit this term. CAST safeguarding forms have been completed and a further return is due later this month.
- EH is responsible for the induction of new staff. Each new member of staff has a mentor and a buddy/tutor.
- The administration officer and a teacher have resigned.
- 15 responses were received to the staff wellbeing survey. With 52 staff the majority had not responded. Governors discussed what conclusions could be drawn from the survey and how the outcomes would be communicated to staff. Governors discussed some of the concerns raised in the survey.
- The school has introduced the 8Bs which are used to articulate the values.
- The chapel is in the process of being refurbished.
- Risk assessments are due to be updated this term. A health and safety audit is due next term. Redecoration and recarpeting projects were undertaken during the summer break and the railings outside the year 3 classroom have been repainted. Work is being undertaken on the EYFS area and the pond area. Some of the outside play structures have been removed as they were beyond repair.
- Concerns remain around parking in the roads close to the school. A meeting has been held with Ward Councillors and neighbours.

Data

ST reported:

- Focus is on the multiplication checks, early reading and KS1 writing. The school's results were very good compared to other Trust schools, although early reading is lower than the Trust average.

School Development Plan

The School Development Plan was shared with Governors. Governors agreed their monitoring foci over the coming year. Governors discussed the key points within the School Development Plan and how these would be achieved.

Governance

- It was agreed Governors would retain their named role, but the subject leadership roles would be re-shared.
- A safeguarding Governor report was received.