



## Governor's Newsletter. Summer Term 2024

### Summer Fayre

Congratulations to our fantastic Events Committee and all who helped with the organising of our Summer Fayre. I was not able to attend because of illness, but have heard nothing but positive feedback about the day. Thanks to all our families for supporting the school. It was a great day and an important fundraising activity. Well done!

### Governing body

Our governing body membership is currently:

Peter Falconbridge	Co-opted governor
<b>(Chair)</b>	
Cathy Irons	Co-opted governor
<b>(Vice Chair)</b>	
John Forrest	Co-opted governor
<b>Vacancy</b>	Co-opted governor
<b>Vacancy</b>	Co-opted governor
Rev. Mark Escott	Foundation governor
Mike Marsh	Foundation governor
James Nicolson	Foundation governor
<b>Vacancy</b>	Parent governor
Neil Turner	Parent governor
Dale Webster	Parent governor
Mrs Dorothy Marlow	Headteacher governor
Mrs Sarah T-Storey	Staff governor
Thomas Dowle	Local Authority governor
Mrs Tracey Fisher	Associate member
Mrs J. Devonshire	Associate member

As you can see, we currently have vacancies for 1 parent governor and 2 co-opted governors. Due to the appointment of the Rev. Mark Escott as Vicar at St. Catherine & St. Paul's Church we now have a full complement of Foundation Governors. We look forward to the Rev. Escott joining the governing board in September 2024. It is also worth noting that at the end of September one of our two remaining parent governors will complete their current term of office. I will be notifying you, in September, of the election arrangements for the parent governor vacancies. If you are interested in

applying for the parent governor or co-opted governor vacancies you can download the application forms and a description of the roles from the [governor page](#) on the school website. If you would like to discuss a role first before applying then speak to Mrs Marlow, or email the Chair of Governors at

[admin@stcaths.herts.sch.uk](mailto:admin@stcaths.herts.sch.uk).

**Catch-up.** As the chair of governors, I have met with the Headteacher and Deputy Headteacher, during the summer term, for informal 'catch-up' meetings. We met on **23.03.24**, **04.06.24** and **09.07.24** At these meetings we discussed information regarding pupils and staff; e.g., child protection concerns, staff vacancies and recruitment.

### LINK VISITS

All non-staff governors have a 'Link Governor' responsibility. In this role they monitor specific aspects of the school to ensure good progress and management. The current link governor responsibilities are: -

Peter Falconbridge	SEND Performance Management Vulnerable groups
Cathy Irons	Governor training SFVS
Thomas Dowle	Safeguarding
John Forrest	Christian Distinctiveness
Mike Marsh	English
Dale Webster	Mathematics
Jim Nicolson	Health & Safety.
Neil Turner	Early Years

Since April 2024 the following link visits have taken place;

**Early Years Link Visit.** Mr Neil Turner (NT) carried out his summer term Early Years link visit on **22.05.24** when he met with Ms G. Bennett (GB - Early Years Lead). They reviewed the Early Years Subject Leader Development Plan. GB updated progress on the: -

- development of the outside area and continuous provision to support meaningful play
- development of Maths in EYFS and ensure it is embedded in the environment to support engaging play
- development of assessments to show clear progression each term
- progress of pupils in vulnerable groups to make accelerated progress and narrow the gap between them and their peers

NT also observed Carpet Time (story time), a reading group and an active learning session.

**SEND Link Visit.** Mr Peter Falconbridge (PF) carried out his summer term SEND link visit on **04.06.24** when he met with Ms J. Fitzgerald (JF – Inclusion Officer). They reviewed;

- the work of the Inclusion Officer and the Inclusion Team,
- the progress of the newly established 'Hazlewood Room'.
- SEND training across the school,
- the progress of the SEND Coffee Morning/Drop-ins

**Performance Management Link Visit.** Mr Peter Falconbridge (PF) carried out his summer term Performance Management Link visit on **04.06.24** when he met with Mrs D. Marlow (DM) and Mrs J. Devonshire (JD). They reviewed the 2023-2024 Staff Appraisal cycle and the process for setting performance management targets. They also reviewed the spring 2024 Quality of Teaching and Learning profile (QTLP)

**Vulnerable Groups Link Visit.** Mr. Peter Falconbridge carried out his summer term Vulnerable Groups Link Visit on **04.06.24**. when he met with Mrs D. Marlow (DM) and Mrs J. Devonshire (JD). They discussed the impact of the 2020-2024 PPG and SPG Support Plans and arrangements for the 2024-2027 Support Plans, which will be confirmed in the autumn term 2024.

**Christian Distinctiveness Link Visit.** Mr John Forrest carried out his summer term Christian Distinctiveness Link Visit on **20.06.24** when he visited Mrs T. Lines (RE Lead). They discussed the development of spirituality across the school, progress in the Archbishop's Young Leader's Award and the impact of 'Understanding Christianity' and 'The Emmanuel Project on the RE Curriculum.

**Health & Safety Link Visit.** Mr J. Nicolson (JN) carried out his summer term Health & Safety Link Visit on **20.06.24** when he met with the Premises Management Team (PMT). The Buildings Maintenance Management Plan was reviewed to: -

- identify issues requiring urgent action
- ensure actions are undertaken as swiftly as possible and recorded appropriately.
- Review and agree plans for future work.

**Mathematics Link Visit.** Mr Dale Webster (DLW) carried out his summer term Mathematics Link Visit on **18.07.24** when he met with Mr D. Fitch (DF – Maths Lead) and Mrs D. Marlowe (DM). They discussed the 2024 End of Year Results for mathematics and appropriate plans to address areas for improvement, including the introduction of the White Rose Maths system and NFER assessment testing.

**Safeguarding Link Visit.** Mrs Cathy Irons carried out two summer term Safeguarding Link Visits, on **17.07.24** and **24.07.24**, when she visited Mrs J. Fitzgerald (JF - Safeguarding Lead) and Mrs T. Fisher (TF – School Business Manager). She was accompanied by Mr Thomas Dowle (TF), who will be taking over as Safeguarding Link Governor from September 2024. At the meeting on 17.07.24 the summer term Safeguarding Report was completed. This will be published to governors ahead of the Autumn 2024 FGB Meeting. At the meeting on 24.07.24 the School's Single Central Record was checked.

## MEETINGS

**Resources Committee Meeting.** The Resources Committee Met on **30.05.24**. to monitor; finance, premises, health & safety; and data protection. The meeting received reports on the allocation of Pupil Premium and Sport Premium funding. The meeting also received the Summer 2024 GDPR Report and discussed environmental sustainability and the development of the use of the swimming pool. The Lettings Policy was reviewed and approved.

**School Improvement Committee Meeting.** The School Improvement Committee met on the **04.06.24** to monitor

- 2023-2024 Self-Evaluation Form
- 2023-2024 SIAMS SEF Summary
- 2023-2024 School Development Plan (Spring 2024 update)
- 2023-2024 Governor Development Plan (R.A.G. – 04.06.24)

- 2023-2024 Pupil Premium Grant. Monitoring impact of strategies
- 2023-2024 Sport Premium Grant. Monitoring impact of strategies
- Staffing and personnel (wellbeing)

The committee also received and approved the Spring 2024 PRC Report, Vulnerable Groups update and the Spring 2024 School Effectiveness Advisor (SEA) Report. The committee also confirmed updates to the governor page on the school website.

**Full Governing Board Meeting.** The Full Governing Board met on **20.06.24**. Governors reviewed the School's Christian Distinctiveness, with reference to the development of 'Spirituality' and 'Courageous Advocacy'. Governors also reviewed the summer updates to the 2023-2024 SDP, SEF and GDP. The Headteacher's Summer 2024 Report was discussed. Governors reviewed the Spring 2024 DPO Report, the spring 2024 Safeguarding Report and the Spring 2024 Attainment and Progress update. Governors also discussed environmental sustainability and the impact of social media on pupil behaviour. The 2020-2024 Equality Objectives and update for the Summer 2024 was discussed. The new 2024-2027 Equality Objectives were agreed. There was a discussion about the outstanding work required to complete the Music Suite Project.

On behalf of the governing board can I wish all our families a very happy summer break.

**Chair of Governors at St. Catherine's School**

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