

OUR LADY & ST JOSEPH CATHOLIC PRIMARY SCHOOL

Meeting of the Curriculum and Inclusion Committee

19 April 2023

Held at the school

NO CONF

Governors Present	Michelle Hogan Tricks (Committee Chair), Aoife O'Grady (HT), Ellie Taylor, Serina Monero
Guests/ Observers	Sarah Woodhouse
Apologies	Mari-Anne Chiromo
Clerk	Susan Moyse
Abbreviations	LAC (Looked After Children), LA (Local Authority – Hackney Council), EYFS (Early Years Foundation Stage), KS1 (Key Stage One – Years 1-2), KS2 (Key Stage Two – Years 3-6), SIP (School Improvement Partner), SDP (School Development Plan), SEND (Special Educational Needs and Disability), EHCP (Education, Health & Care Plan), CPD (Continuing Professional Development), HLTA (Higher Level Teaching Assistant), SLT (Senior Leadership Team), CAMHS (Children & Adolescent Mental Health Service), GDPR (General Data Protection Regulations), CES (Catholic Education Service), RCDOW (Roman Catholic Diocese of Westminster), SFVS (School Financial Value Standard), GLD (Good Level of Development – expected level at end of EYFS), RWM (Reading, Writing and Maths Combined), CAT (Catholic Academy Trust), RSE (Relationships & Sex Education), PPG (Pupil Premium Grant)

*Michelle Hogan-Tricks in the chair**Meeting began with prayers*

1.	Prayer, Welcome and Apologies	ACTION
1.1.	Prayer and welcome The committee chair opened the meeting at 3.55pm welcoming all to this meeting of the Curriculum and Inclusion Committee.	
1.2.	Apologies Mari-Anne Chiromo had sent apologies for absence.	
1.3.	There were no declarations of interest in items on this agenda.	
1.4.	The register of business/ pecuniary interest was being completed by email.	
2.	Minutes	
2.1.	The minutes of 7 February 2023 were agreed as a correct record for signature by the Committee Chair.	
2.2.	Matters Arising	
a.	Parent Code of Conduct AOG updated: <ul style="list-style-type: none"> • Sent to all as a reminder • Will send to all new parents • Will not be requiring signature, rather an expectation Governors asked about parent communications and whether it was only via Dojo. The Head explained that info was also sent by email, text, class story.	

3.	Reports		
3.1.	RE and SRE		
	As the staff member was not present, agreed to have this report at the full governing body meeting.		Clerk for agenda
4.	Self-Evaluation		
	As previously discussed, the Head had sent a note to parents about the self-evaluation judgement of 'good' rather than 'outstanding'. Parent governors noted that parents seemed very understanding of the situation and recognised the challenges facing schools e.g. post-Covid; pressures on staff and leaders. Governors asked:		
	Governor Question	School Response	
	Ofsted timeframe	Ofsted not known. S48 inspection (religious schools) is expected 2024-25.	
5.	Link Governors		
5.1.	Roles Noted		
5.2.	Link Reports: Safeguarding		
	ET reported on her 18th April visit. She had checked the SCR and it had been up to date apart from 2 addresses, which were being chased up.		
	SW would be following up on the suggested actions: <ul style="list-style-type: none"> • DSLs names, photos and timetable to be displayed • One-page info sheet for each child could be useful for cover staff. Noted GDPR issues / need-to-know		
5.3.	Link Reports: SEND		
	MHT reported on her 17th March visit. She had reviewed the provision map, individual learning plans and the termly targets. MHT had found that although the system was secure. There were some areas for development, particularly around supporting children in class, and some quick wins had been identified, including Zones of Regulation : <ul style="list-style-type: none"> • Focusing on just one aspect of ZoR in each class this term e.g., anxiety or over excitedness • Initial work with children who find it hard to control their emotions, but works for everyone • Children learn to recognise how they are feeling and what helps them move towards 'green' i.e., ready to learn • Toolkit of techniques that staff can use to support the children e.g., check-ins, fidget toys • Children's independence in identifying and managing their emotions increases over time 		
	Governors noted the findings and recommendations of the January 2023 SEND review by Hackney.		
	It was agreed to ask staff to sign to confirm when training delivered and documents (e.g. SEND policy; Code of Practice) shared with them.		AOG/SW to ask staff to sign to confirm they received CPD or docs

6.	Policies		
6.1.	None		
7.	Any other business		
7.1.	None		
8.	Dates for governing body and committee meetings		
	Governing body 3 May 2023. 2023-24 dates / meeting times to be set following a Doodle poll.		Clerk to Doodle Poll re dates/ meeting times

The Committee Chair closed the meeting at 5.00pm with thanks to everyone for contributing.

Signed (Chair) -----

Date _____

Minutes prepared by Susan Moyse smoyse65@gmail.com
