

OUR LADY & ST JOSEPH CATHOLIC PRIMARY SCHOOL

Meeting of the Governing Body

22 October 2025

Held at the school

EXCL CONF

Governors Present	Foundation: David Blackwell, Mari-Anne Chiromo (Chair) Staff: Aoife O’Grady (Headteacher), Nick James Parents: Ignacio Fernandez Dussaut, Sophie Sandford LA: vacancy Associate members: Julius Monero, Enda Larkin
Guests/ Observers	Sarah Woodhouse, Frank Crawford
Apologies	Michelle Hogan-Tricks
Clerk	Susan Moyse
Abbreviations	LAC (Looked After Children), LA (Local Authority), HC (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), RCDOE (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), Single Central Record (SCR), PSHE (Personal Social Health – and Economic – Education), SBM (School Business Manager), CAT (Catholic Academy Trust), PPG (Pupil Premium Grant), FSM (Free School Meals)

MINUTES*Mari-Anne Chiromo in the chair*

1.	Prayer, Welcome and Apologies	ACTION
1.1.	Prayer and welcome MAC opened the meeting at 4.30pm welcoming all present, especially newly elected parent governor Sophie Stafford. DB led the governors in prayer.	
1.2.	Apologies See above	
2.	Governing Body Organisation	
2.1.	Declarations of interest in items on this agenda None	
2.2.	The register of business/ pecuniary interest had been completed by email.	
2.3.	To decide the length of term of chair and vice chair Agreed two-year term of office.	
2.4.	To decide method of election of chair and vice chair Agreed Chair and Vice Chair to be elected by show of hands.	
2.5.	Election of Chair Nominations for chair had been sought before the meeting and were	

a.	Nursery							
	<p>AOG updated:</p> <ul style="list-style-type: none"> • 21 parents replied to survey – approx 10 have children eligible for entry in 2026 and 10 for 2027 • Need also to survey local community • Question over Catholic priority – numbers of Catholic families falling • School could consider own provision or a private provider (52 wks) • Risk to school reputation if separate • Diocese and LA to be consulted 	EL/ DB/ MAC and AOG to form Nursery Working Group						
	Agreed to form a working group to produce a business plan for a (one-year) pilot.							
b.	One other matter arising (23 July) was minuted as confidential							
3.4.	All other matters arising from the three meetings had been dealt with or had been included on this agenda.							
3.5.	Chair's urgent action							
	MAC had taken part in discussions about cover for senior leaders. See also confidential business.							
4.	School Status / CAT (standing item)							
4.1.	There had been no update since the last meeting.							
5.	Headteacher's Report							
5.1.	<p>Governors thanked the Head for her report and annexes which had been circulated to governors in advance of the meeting. Governors had read the report in detail. AOG highlighted:</p> <ul style="list-style-type: none"> • SW sabbatical (Nov 2025 – Sept 2026) <ul style="list-style-type: none"> ○ Best wishes ○ Considering cover arrangements 0.1 for AOG and SLT ○ Thanks to FC for stepping in as SENDCO 							
	NJ, FC and SW gave apologies and left the meeting at 6.05pm							
	<ul style="list-style-type: none"> • Successful S48 RE report • CPD – Marie Gentles – behaviour expert • Thanks to Parents Association for outdoor works • Roll – 8 in year admissions – different year groups 							
	DB gave apologies and left the meeting at 6.10pm							
	<p>Governors asked about absence/ attendance:</p> <table border="1" data-bbox="236 1541 1235 1742"> <thead> <tr> <th data-bbox="236 1541 735 1576">Governor Question</th> <th data-bbox="735 1541 1235 1576">School Response</th> </tr> </thead> <tbody> <tr> <td data-bbox="236 1576 735 1675">Why is persistent absence high in Year 6?</td> <td data-bbox="735 1576 1235 1675">Some sickness absence. Autumn term PA is usually high (ratio of days missed over possible days)</td> </tr> <tr> <td data-bbox="236 1675 735 1742">Do Year 6 visits to secondary schools add to this?</td> <td data-bbox="735 1675 1235 1742">No – those visits do not count as absent</td> </tr> </tbody> </table>	Governor Question	School Response	Why is persistent absence high in Year 6?	Some sickness absence. Autumn term PA is usually high (ratio of days missed over possible days)	Do Year 6 visits to secondary schools add to this?	No – those visits do not count as absent	
Governor Question	School Response							
Why is persistent absence high in Year 6?	Some sickness absence. Autumn term PA is usually high (ratio of days missed over possible days)							
Do Year 6 visits to secondary schools add to this?	No – those visits do not count as absent							
	<ul style="list-style-type: none"> • Vulnerable pupils <ul style="list-style-type: none"> ○ 2 x suspensions – relate to same pupil ○ NJ role/ JD updated to reflect current tasks ○ Safeguarding and SEND data noted • PPG 							
	<p>Governors asked:</p> <table border="1" data-bbox="236 1953 1235 2054"> <thead> <tr> <th data-bbox="236 1953 735 1989">Governor Question</th> <th data-bbox="735 1953 1235 1989">School Response</th> </tr> </thead> <tbody> <tr> <td data-bbox="236 1989 735 2054">Has PPG/ FSM sign-up improved with new initiatives?</td> <td data-bbox="735 1989 1235 2054">Will circulate figures. Will have the sign-up iPads at future events.</td> </tr> </tbody> </table>	Governor Question	School Response	Has PPG/ FSM sign-up improved with new initiatives?	Will circulate figures. Will have the sign-up iPads at future events.			
Governor Question	School Response							
Has PPG/ FSM sign-up improved with new initiatives?	Will circulate figures. Will have the sign-up iPads at future events.							

	Governors commended the Head on the school's recent successes. They noted their concerns about wellbeing and passed best wishes to AOG and her family.	
5.2.	School Priorities	
	Governors agreed the school priorities, as circulated – see annex.	
6.	Reports from Committees, Working Parties and Governors	
6.1.	Curriculum & Standards Committee Received report of meeting just held.	Clerk to circ minutes
6.2.	Resources Committee Next meeting scheduled for 12 November. Summer term committee meeting not held – budget covered at 11 June GB	Clerk to circ minutes
6.3.	Other governor reports	
	No reports	
7.	Policy Matters	
7.1.	Agreed to adopt the CES HR policies: <ul style="list-style-type: none"> • Discipline • Grievance • Sickness • Capability • Appraisal 	
7.2.	Agreed to adopt the following policies as circulated: <ul style="list-style-type: none"> • Pay (Hackney Council) • Early Career Teacher Policy • Safeguarding and Child Protection Policy • SEND Policy • Behaviour Policy • Admissions Policy 	
8.	Governor Training and Briefing Papers	
	Governors had all received links to the following documents. <ul style="list-style-type: none"> • Governance Guidance (March 2024) https://www.gov.uk/guidance/governance-in-maintained-schools • KCSIE - Keeping Children Safe in Education 2025 https://www.gov.uk/government/publications/keeping-children-safe-in-education--2 	
	Governors were encouraged to take up the training offered by the Diocese and Hackney Council. Governors should contact the school if there were any charges attached to training.	Govs to attend training
9.	Any Other Business	
9.1.	Staff development	
	Thanks to EL for his very helpful input.	
10.	Dates for Governing Body and Committee Meetings	
	Noted	

Confidential business was minuted separately, and the Chair closed the meeting at 6.00pm with thanks to all.

Signed (Chair) -----

Date _____

Minutes prepared by Susan Moyse
smoyse65@gmail.com

Annex 1: Committees and working groups:

The governing body has the following committees (*which meet termly):

Curriculum & Standards Committee*	Resources Committee*	Headteacher Performance Review
Michelle Hogan-Tricks – Chair	David Blackwell – Chair	Mari-Ann Chiromo
Mari-Anne Chiromo	Ellie Taylor	David Blackwell
Aoife O’Grady – Head	Enda Larkin	
Ignacio Fernandez Dussaut	Mari-Ann Chiromo	Advised by LL – External adviser
Nick James	Aoife O’Grady – Head	
Sarah Woodhouse – Guest	Ignacio Fernandez Dussaut	
	Julius Monero	
	Nicola Cavanna – Adviser	

Annex 2

- 1. Strengthen the quality of education through consistency and depth** • Further embed oracy, reading and vocabulary development across the curriculum to enable pupils to become confident speakers and fluent readers. • Raise attainment in Key Stage 2 reading, writing, and GPS to bring outcomes closer to borough averages (currently in Quartile 4), while maintaining strong greater depth performance. • Improve the percentage of pupils achieving the expected standard in combined Reading, Writing and Maths (RWM) at Key Stage 2 to move out of Quartile 4 (currently at 68%, below Hackney average of 76%). • Strengthen Year 2 phonics outcomes (currently 33%) by ensuring targeted support for pupils who do not meet the threshold in Year 1. • Continue to support early language development, particularly in Communication and Language and PSED in EYFS (both in Quartile 3), to ensure strong foundations for future learning.
- 2. Further develop pupils’ personal development and character formation** • Embed structured opportunities for leadership, service, and reflection through initiatives such as Caritas Ambassadors, Young Voices, Head and Deputy Pupils, Chaplaincy Team. • Make full use of improved outdoor spaces - including the new classroom and green screen - to support wellbeing, reflection, and personal development. • Continue to offer a range of staff-led lunchtime clubs, ensuring that all pupils have access to enrichment and/or additional tuition, particularly those who may not access opportunities outside of school.
- 3. Strengthen leadership capacity and accountability at all levels** • Build the capacity of middle and senior leaders to monitor, evaluate, and lead improvement independently. • Ensure effective succession planning and access to professional development pathways across the leadership team. • Align performance management expectations and professional conduct with the Nolan Principles and the school’s values.
- 4. Enhance behaviour, routines, and relationships to maintain a calm, purposeful culture** • Ensure consistent application of agreed behaviour routines and expectations across all classes. • Embed trauma-informed, relational behaviour strategies - including restorative approaches - with support from Marie Gentles. • Strengthen relationships and communication with parents and carers to promote a shared understanding of behaviour expectations and support strategies at home.