**Notes of the Local Governing Board Meeting – Tuesday 13th December 2022 at 6.00pm**

Attendance: 5 governors were in attendance and joined by Deacon, Nick Johnson the CAST Link Director. A person who had submitted a governor application also attended as an observer.

The following items were discussed:

* BH Chaired the meeting.
* Approval of the Minutes from the October meeting.
* Staffing changes for the remainder of the academic year.
* Confirmation that governor Annual Declarations sent to CAST for all governors.
* Safeguarding training completed by all governors.
* The Headteacher presented the updated SEF/SIP. The points discussed by the governors included the following: subject leads and the amount of work involved with that responsibility, training and development available for staff to become a subject lead and potential pupil numbers for 23/24.
* The Headteacher presented her report which included updates on: pupil data; curriculum updates on Science, History and Geography; Phonics assessments; Accelerator reading programme; re-launching of Laudato Si; amazing support in fund raising and organising of events by the PTFA; pupil chaplains.
* BH had attended the CAST Chairs’ Briefing.
* The CAST Link Director Protocol was noted by the governors.
* The CAST Terms of Reference for Local Cast Boards was noted by the governors.
* Lead Governor visit reports and updates were received from:
	+ - Safeguarding: MT
		- RE and Catholic Life: BH and MT
		- Health & Safety: BR
		- SEND/LAC: ND
		- Statutory Funding: BR
		- Curriculum and Standards: BH and MT
		- Parents and Community: ND
		- Responsibility as Chair: BH
* Clerk provided details of CAST and Diocese training opportunities for governors.
* 5 CAST policies were noted.
* 2 school policies were reviewed.
* Admission Arrangements for 23/24 confirmed as being published on the website.

The meeting closed at 7.35pm