



# ST JOSEPH'S CATHOLIC PRIMARY SCHOOL, EXMOUTH

## Minutes of the Local Governing Body



### Online Meeting 96 – Part 1 Minutes

Date/Time	17 September 2020, 6pm	Location		Online	
Attendees	Initials		Attendees	Initials	
Nicola Taylor-Bashford	NTB	Headteacher	Saskia Hallett	SH	Parent Governor
Paul Byron	PB	Foundation Governor	Theresa Hearn	TH	Foundation Governor
Lynn Cook	LC	Foundation Governor	Rebecca Lloyd	RL	Foundation Governor
Nicola Dustan	ND	Foundation Governor	Clive Pearcey	CP	Co-opted Governor
Karen Garraway	KG	Parent Governor			

Apologies	Initials	
None		

Absent without Apology	Initials

In Attendance	Initials	
Kate Sillars	KS	Prospective Foundation Governor
Iris Reiss-Golumbeck	IRG	Clerk

Minutes to
Fr Philip
All members of LGB
All in attendance
Sarah White, Administrator
Helen Laird, Plymouth CAST

### Summary of Decisions

- Local Governing Board (LGB) elected PB as Chair of Governors and ND as Vice-Chair of Governors.
- LGB confirmed ND as safeguarding governor and LC as deputy safeguarding governor.
- LGB appointed and approved governor leads and double ups (Catholic Life & RE; Safeguarding & Pupil Welfare; Health & Safety, Premises and School Council; SEND; Statutory Funding).
- LBG appointed and approved governor links and double ups for classes.
- Part 1 minutes of 9 July 2020 were proposed, seconded and agreed as a true record by all present.
- LGB agreed to re-schedule next LGB meeting to Wednesday, 21<sup>st</sup> Oct. 2020 at 6pm (online).
- LGB agreed to not have new staff governor on governing board for the time being.
- LGB approved Behaviour Policy and Statement of Principles.
- LGB adopted the following CAST policies and procedures: Admissions 2021/22; Data Protection; Subject Access Request; Managing Staff Attendance; Family Friendly; Special Leave; Child Protection and Safeguarding (June 2020); Staff Code of Conduct (Sept. 2020); Teacher Pay; Finance 2020/21 (v4); Coronavirus.
- LGB adopted the Relationships and Sex Education (RSE) policy (Diocese policy).

	Agenda	Led by
1	Clerk's Welcome and Opening prayer	Clerk
2	Apologies for absence and confirmation of quorum	Clerk
3	Election of Chair & Vice-Chair, Appointment of Lead Governors	Clerk
4	Declaration of any (business) interests relevant to the meeting agenda	Chair
5	Minutes of previous LGB meetings 9 July 2020	Chair
6	Actions from previous meetings	Chair
7	Governance updates	Chair/Clerk
8	Leadership report	NTB
9	Policies	Chair/Clerk
10	Date of next LGB meeting	Chair