



**ST JOHN THE BAPTIST CATHOLIC PRIMARY SCHOOL
FULL GOVERNORS MEETING**

Monday 1st December 2025 - 6.00 pm in school

Governors: Carly Carden (headteacher), Gayle Golland (foundation/Chair), Janet Silva (foundation/v chair), Fr Gabriel Dobson (foundation), James Kilmartin (foundation), Ani Nicholls (Deputy HT/staff gov), Natalie Gordon (LA), Giorgia Gonzalez (parent)

Absent: Amanda Sherratt (clerk, minutes taken by AN), Jenny Beech (parent)

Minutes

1.	Welcome & Prayer JK welcomed us with a prayer and asked St John the Baptist to pray for us. The CoG introduced our new governors to GB – Natalie Gordon (LA) and Giorgia Gonzalez (parent) The chair welcomed our new governors and each governor introduced themselves. The chair thanked both Alistaire and Fr Gabriel for their service. It was agreed to show their appreciation with a card and gift too.
2.	Apologies/Declarations/Confidentiality Apologies – Fr Gabriel, Amanda Sherratt No JB Declarations of interest - GG (CoG) declared that she has now moved to work in Sussex and has started to only work in care so if she recognises any name she can't be involved. Chair reminded FGB about the confidentiality of the meeting especially as we had new members of FGB attending tonight.
3.	Minutes of previous meeting 15 Sept '25 Matters arising – James to take on Chair of LTP Janet to take on Chair of PFE GG to take on role of SEND gov JK role of RE gov NG take on role of H and S Approval of Minutes - Chair signed the minutes
4.	Receive Committee Minutes • Personnel, Finance and Environment 7 Nov • Learning, Teaching and Pastoral 7 Nov Committee minutes were reviewed by governors. <i>Workshop – It was agreed Gobs will have a pupil conference on RHSE in next meeting. Looked at the school information pack which give a good insight. CC explained that our internal data allows for progress data rather than attainment. Writing is low and a gap for D/V but this is city wide and nationally. JK stated it was good to have an in-depth data meeting and then draw actions form this.</i>
5.	Headteacher's report

	Number on roll up from last year. Numbers lower in summer due to parents' jobs and placing children on waiting list for Year groups that are full. Attendance is up 5%. Attendance and Welfare team working with EBSA students. Fines given and followed up. Neil's role is important. Explained the systems and impact of these. Home schooling not the best and can be a safeguarding issue. Better to have the children in school and we as a school are doing all we can to support this for our children. CC explained the impact of Fr Gabriel and Br Anthony and how important they were in the CSI and have been for the catholic life of school. Hopefully Fr Peter and Patick will be involved when they join. Gobs will fund a gift and card for hem both. - AN to sort. CC mentioned number of Catholics have gone down but we serve the community and it's all about how we get the message to the community we accept all. Staffing - TA in Year 4 has left. GG asked if Gobs can be notified about staff leaving and interviews. CET – Nothing new - Thursday parish heads are meeting to write a letter to all parents about the Bishops' Vision and why join the CET (BOSCO) GG asked Gobs for questions – No questions as they had been asked at the meeting. GG asked about after school club and how many children? CC said 5/6 children and last year some for St Marks joined but not this year. GG thanked CC for her hard work, time and leadership this term.		
6.	Policy Ratification - folder 05 <table><tr><td> 1 Science Policy 2025-26 2 Child Protection and Safeguarding Policy and Procedures 2025-26 3 Complaints Procedure and Policy 2025-26 4 Emergency Evacuation Plan 2025-26 5 Lettings Policy 2025-26 6 Lone WorkerPolicy 2025-26 7 Scheme of Delegation 2025-26 8 Emergency Plan 2025-26 9 SEND Information Report November 2025 10 SEND Policy 2025-26 </td><td> 11 School Travel Plan 2025-26 12 Staff Disciplinary Policy 2025-26 13 Staff Handbook 2025-26 14 Remote Education Policy 2025-26 15 Teacher Appraisal Policy 2025-26 16 Whistleblowing Policy 2025-27 17 Parent and Carer Code of Conduct 2025-26 18 Staff Code of Conduct 2025-27 19 Teacher Pay Policy 2025-27 TBC: Admissions Policy (approval of Supplementary Information Form – SIF) Domestic Violence Policy 2025 TO BE REVIEWED 12. Change NUT and NEU in unions part. 18 5.1 Council property – Change to diocesan property AN explained the new policy about private forms for SEND to 4 to 4-6 weeks. See policy Changes to be highlighted to make changes clear. 11. Change 25-26 JS questioned – <i>What safeguarding there is for the whistle-blower?</i> </td></tr></table>	1 Science Policy 2025-26 2 Child Protection and Safeguarding Policy and Procedures 2025-26 3 Complaints Procedure and Policy 2025-26 4 Emergency Evacuation Plan 2025-26 5 Lettings Policy 2025-26 6 Lone WorkerPolicy 2025-26 7 Scheme of Delegation 2025-26 8 Emergency Plan 2025-26 9 SEND Information Report November 2025 10 SEND Policy 2025-26	11 School Travel Plan 2025-26 12 Staff Disciplinary Policy 2025-26 13 Staff Handbook 2025-26 14 Remote Education Policy 2025-26 15 Teacher Appraisal Policy 2025-26 16 Whistleblowing Policy 2025-27 17 Parent and Carer Code of Conduct 2025-26 18 Staff Code of Conduct 2025-27 19 Teacher Pay Policy 2025-27 TBC: Admissions Policy (approval of Supplementary Information Form – SIF) Domestic Violence Policy 2025 TO BE REVIEWED 12. Change NUT and NEU in unions part. 18 5.1 Council property – Change to diocesan property AN explained the new policy about private forms for SEND to 4 to 4-6 weeks. See policy Changes to be highlighted to make changes clear. 11. Change 25-26 JS questioned – <i>What safeguarding there is for the whistle-blower?</i>
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		CC - <i>Systems in place for names to be kept safe.</i> 16. Check the names of the LA posts and titles.
7.	Academisation (standing item) CC asked if we are still happy to join BOSCO CET? FGB still happy CC asked Do we still want to go in alone or with another school? JS stated it is wanted but making sure we bring everyone with us and that is difficult. As FGB we are happy. CC mentioned going in April 27. End of financial year and BOSCO's FY is Sept-Sept. Gvs agreed	
8	Any other Business Agenda needs to get to Chair in a timely manner. Clerk to action this. Still need foundation governors - FGB to have a think.	
	Dates of next meetings: PFE2 Fri 13 March '26 0945 LTP2 Fri 13 March '26 1045 FGB3 Mon 23 March '26 1800	