



## Governor's Newsletter. Summer Term 2022

Governors would like to thank the amazing St. Catherine's team for organising another fantastic Festival on the Field last Saturday. The fund-raising focus of the festival will be the new 'Music Box' project, taking the Mandy Staiano Music Suite Project through to completion. There are exciting ideas to develop it for a range of musical possibilities, including state of the art technology which children increasingly connect with. Film maker John Forrest has recently joined our board of governors and is heading up a working group to develop the Music Box project. He has recently made a short film which tells the story so far. You can view the film here <https://youtu.be/rN1tUK29nCQ>

### Governing body

Our governing body membership is currently:  
Peter Falconbridge Co-opted governor

#### (Chair)

Cathy Irons Co-opted governor

#### (Vice Chair)

John Forrest Co-opted governor

Carly Perkins Co-opted governor

John Perkins Co-opted governor

Rachel Pennant Foundation governor

Mike Marsh Foundation governor

Tamara Sharman Foundation governor

Camilla Smitham Parent governor

Dale Webster Parent governor

Mrs A. Wallis Headteacher governor

Mrs Sarah T-Storey Staff governor

Mrs Tracey Fisher Associate member

Mrs Jo Devonshire Associate member

#### Vacancy

Parent governor

#### Vacancy

Local Authority  
governor

We welcome Mrs Sarah Storey as our new Staff governor, replacing Mrs Devonshire. Mrs Devonshire will remain on the governing board as an Associate member. We currently have a parent governor vacancy and are receiving applications. If you would be interested in applying to be a parent governor you can collect an application form from the school office, or download the [Application Form](#) from the governor page on the school website. You can also download the information you need to

know about being a parent governor from the [Role](#) link. If you would like to discuss your interest, before making an application, you can talk to Mrs. A. Wallis or email the Chair of Governors, via the school email address ([admin@stcaths.herts.sch.uk](mailto:admin@stcaths.herts.sch.uk)), and he will make contact with you.

**Catch-up.** As the chair of governors, I meet with the Headteacher and Deputy Headteacher each month for an informal 'catch-up' meeting. This term we met on **20.05.22, 21.06.22 and 19.07.22**. At these meetings, we discussed information regarding pupils and staff; e.g., child protection concerns, staff vacancies and recruitment.

### SFVS

Governors are responsible for monitoring the school's financial systems and each year have to complete an internal audit of the school's finances (Schools Financial Value Standards - SFVS). This year we were selected for an external audit by Herts County Council, Shared Internal Audit Service (SIAS), which was completed this term. The internal audit involves producing evidence to meet one of the Effective Governance core functions of 'overseeing the financial performance of the organisation and making sure its money is well spent'. We are delighted to confirm that SIAS concluded '**the school have established robust systems that align to the key requirements of both the SFVS and the Schools Financial Handbook, with these being followed in practice**'.

### LINK VISITS

All non-staff governors have a 'Link Governor' responsibility. In this role they monitor specific aspects of the school to ensure good progress and management. The current link governor responsibilities are: -

Peter Falconbridge SEND & Performance Management

Cathy Irons Safeguarding & SFVS

Mike Marsh History & Geography

Rachel Pennant SIAMS /RE / Worship

Carly Perkins Literacy

John Perkins	Health & Safety
Camilla Smitham	Early Years
Dale Webster	Numeracy
Dale Webster	Reading
John Forrest	Science

Since April 2022 the following link visits have taken place;

- **Reading Link Visit.** Mr. Dale Webster met with Ms L. Maud (Reading Lead), on **09.05.22** to complete the summer term reading link visit. They discussed the impact of the 'Little Wandle' Phonics system and reading provision in Early Years and K.S.1 & 2. Mr. Webster also observed a reception class reading.
- **SAT's Check.** Mr. Peter Falconbridge met with Mrs Wallis and Mrs Devonshire, on **09.05.22**, to carry out a security check on the administration of the 2022 KS2 SATs Tests. The storage and security of the test papers, and the administration of the tests was validated by Mr Falconbridge.
- **Performance Management Link Visit.** Mr. Peter Falconbridge met with the Performance Review Committee and Mrs Wallis and Mrs Devonshire, on **19.05.22**, to carry out the summer term performance management link visit. The quality of teaching and learning was reviewed for the spring term. The meeting also completed the interim review of Mrs Wallis' appraisal targets as part of her Headteacher Performance Management Review.
- **Literacy Link Visit.** Mrs. Carly Perkins met with Ms L. Maud, (Literacy Lead), on **14.06.22** to complete the summer term literacy link visit. They discussed the schools plans for the improvement of writing, spelling and oracy and progress towards the Ofsted Inspection action points from October 2021.
- **Science Link Visit.** Mr. John Forrest met with Mr C. Hunt (Science Lead), on **15.06.22**, to complete the summer term science link visit. They discussed the school's application for the Bronze Award for the Primary Science Quality Mark (PSQM) and its impact on the quality of science teaching across the school.
- **Safeguarding Link Visit.** Mrs. Cathy Irons met with Mrs Wallis, Mrs T Fisher (School Business Manager and Mrs Louise Steiger (Office Manager), on **22.06.22** to complete the summer term safeguarding link visit. They discussed the summer 2022 Safeguarding Report and the Keeping

Children Safe in Education (KCSiE) regulations for Sept. 2022.

- **Health & Safety Link Visit.** Mr. John Perkins carried out the summer term Health & Safety visit on **08.07.22**, when he walked the site with Mrs Fisher and Mr Whorley. An inspection of the Infant and Junior Buildings, playgrounds, pool and surrounds and walkways was carried out. Necessary works were noted.

## MEETINGS

**Budget Monitoring Group (BMG) Meetings.** The BMG met on **21.04.22** to consider a recommendation for the 2022-2023 budget to present to the Resources Committee. **Resources Committee (RES) Meeting.** The RES Committee met on the **03.05.22** to monitor; finance, premises, health & safety; and data protection. The meeting also reviewed and approved the Accessibility Plan (2022-2025) and the Lettings Policy. The meeting received a recommendation from the (BMG) for the 2022-2023 School Budget and reports on the allocation of Pupil Premium and Sport premium funding. Governors were updated on the new staff payroll system, online banking system and GDPR.

**Full Governing Board (FGB/Budget) Meeting.** The Full Governing Board met on **19.05.22** to review and agreed the 2022-2023 School Budget.

**School Improvement Committee (SIC) Meeting.** The SIC met on the **07.06.22** to monitor the summer 2022 attainment and progress data; the school and governor development plans; the SEF and SIAMS SEF; PPG and Sport Premium monitoring reports; PRC Summer Report. The meeting also discussed the evidence base used to determine the 'GOOD' Judgement for Behaviour in our 2021-2022 Self Evaluation Form (SEF)

**Full Governing Body (FGB) Meeting.** The Full Governing Body met on **30.06.22**. Governors monitored the 2021-2022 School Development Plan (SDP); the Governor Development Plan (GDP); the School Self-Evaluation Form (SEF) and the SIAMS SEF. There was a presentation, from Mr Hunt, on the school's application for the Primary Science Quality Mark (PSQM). There was an open discussion on the School's Christian distinctiveness, with particular reference to Strand 2 – 'Wisdom, Knowledge and Skills'. The Headteacher's Summer Report and the DPO Summer Report were received. The Spring Term 2022 Safeguarding Report was received. The

Governor Visits Policy was reviewed and approved.

**Herts Improvement Partner (HIP) Summer Visit.** Marcus Cooper (HIP) met with Mrs Wallis and Mrs Devonshire on the **05.07.22** to review the school's End of Year Attainment Results and progress in key areas, e.g., phonics and reading.

### **TRAINING**

Governors can access a wide range of training via a dedicated on-line training platform called – 'Modern Governor'. During the summer term several governors have completed modules on accountability and safeguarding.

On behalf of the governing board can I wish all our families a happy and restful summer holiday. We also wish all of our Year 6 pupils all the best as they move to their secondary schools in September.

### **Chair of Governors at St. Catherine's School**

Haslewood Avenue Hoddesdon

**☎ 01992 463214**

Email: [admin@stcaths.herts.sch.uk](mailto:admin@stcaths.herts.sch.uk)