

**BOARD of GOVERNORS**

**NOVEMBER 2016**

**Together we aim for the stars**

Minutes of the meeting of the Board of Governors held at Victoria School on  
**Tuesday 22<sup>nd</sup> November** commencing at 6.00pm.

**Members Present:**

Miss Christine O'Callaghan, Chairperson  
Mr David Adams  
Mrs Lorna Bennett  
Mrs Rebecca Connor  
Mrs Samantha Daniels  
Mr Simon Husband  
Mrs Judith Jones  
Mrs Helen Kerr  
Mrs Sonia McLaughlin

Miss Jeanette Minns  
Mrs Cath Newman  
Mr Mark Petherick  
Mrs Amanda Reynolds  
Mr Rhys Taylor  
Mr Phil Tibballs  
Mrs Amy Twining  
Mrs Helen Moreton

**Apologies**

Mr Dave Lawrence  
Mrs Nikki Lacey

Apologies were given and accepted by Governors.

**Absent**

Cllr. Rhiannon Birch  
Cllr. Mark Wilson

**Governors had met in their Key Question Groups prior to the full GB meeting.**

**Welcome**

**C O'C** welcomed the governors and introduced Mr Phil Tibballs, new parent governor and Mrs Lorna Bennett, observer governor. **C O'C** reminded them that they needed to complete their induction training. **HM** will confirm available dates.

**Minutes of the Meeting held on Tuesday 27<sup>th</sup> September 2016**

The minutes of the meeting of the Board of Governors held on Tuesday 27<sup>th</sup> September were approved by the Governors; proposed by **AR**, seconded by **JJ** and signed by the Chairperson.

**Matters Arising:**

See below:

**\*Victoria Playing Field**

**CO'C** advised that Cllr Wilson would give an update at the next meeting. **MP** was able to confirm that the land is unregistered. However, there is a deed of covenant stating that it must be used for educational purposes. Furthermore, if the GB would like to register it then they can apply to do so. GB agreed that it would be prudent. **C O'C** will formally write to **MP** asking him to begin the process.

**\*Race for Life**

**SD** reported that this had not yet taken place.

**\*SEN Consultation Document**

**JJ** (safeguarding governor) had met with Mrs Hall (ALNCO) to discuss and the response has been submitted.

**\*Premises**

The next PTA project will be the playground.

**Data and Categorisation**

The Challenge Advisor, Mr Phil Buxton had met with **SD, SLT and some GB members** to review data. **AR** outlined the steps involved - advising that it was a rigorous process. The results have to be formalised but indications are favourable. The **GB** will be informed of the outcome and the categorisation awarded in due course.

**Health and Safety Committee**

H&S committee met prior to the GB meeting. **DA** reported that their focus this time had been on the updated medication policy. A letter will be sent to parents outlining the amendments to the policy.

**HWB**

**SM** reminded Governors of the steps required to access HWB. If any governors experience problems they should contact **SM**.

**Annual Report to Parents**

**SD** will prepare the report and then pass to **JM** and **RT** for their comments. It will be published in January.

**Correspondence**

An updated Attendance Policy and Welsh Government Consultation Document had been received. These items were dealt with under AOB.

**Any Other Business:**

\*Attendance Policy – **SD** advised that VOGC have now confirmed that schools can authorise up to 10 days holiday per academic year. More than 10 days is deemed an 'exceptional circumstance'. The GB were happy to accept and adopt the policy.

\***CO'C** informed governors that a consultation document had been received regarding governance of schools. **HM** will send the link and also update HWB so that governors can review document. **CO'C** advised that if governors wished to make any comments they should

contact **HM** via email prior to the next GB meeting. The closing date for feedback/comments is **17<sup>th</sup> February**.

**\*JJ** advised that the Safeguarding Committee had met and she could confirm that all training was up to date and correct policies and procedures in place.

**\*SD** informed governors that the photo board was incomplete; governors who missed the photo day should make arrangements to call into school before the end of term.

**Matters Confidential**

None

**Date of next Meeting: Tuesday 7<sup>th</sup> February**