

VICTORIA COUNTY PRIMARY SCHOOL
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BOARD of GOVERNORS

MAY 2017

Together we aim for the stars

Minutes of the meeting of the Board of Governors held at Victoria School on
Tuesday 23rd May - commencing at 5.30pm.

Members Present:

Miss Christine O'Callaghan, Chairperson
Mr David Adams
Mrs Lorna Bennett
Cllr. Rhiannon Birch
Mrs Rebecca Connor
Mrs Samantha Daniels
Mr Simon Husband

Mrs Judith Jones
Mrs Helen Kerr
Mrs Sonia McLaughlin
Mrs Amy Twining
Cllr. Mark Wilson
Mrs Helen Moreton

Apologies

Mr Dave Lawrence
Miss Jeanette Minns
Mrs Cath Newman
Mr Mark Petherick
Mrs Amanda Reynolds
Mr Rhys Taylor
Apologies were given and accepted by Governors.

Absent

Mrs Nikki Lacey

Welcome

CO'C welcomed governors and introduced Mrs David and Mrs Halliwell the joint Foundation Phase leaders and the School Council.

School Council

The council gave an informative presentation. They explained that this academic year they had revisited the 'Anti-bullying Charter' which had been redrafted. The updated charter had been signed by representatives of the school council and Mrs Daniels.

In addition to this they had undertaken a survey of all KS2 classes in respect of the playground - asking the children what equipment they would like on the yard. Following feedback and discussion more equipment had been made available.

Governors asked about the election process and if the children enjoyed being on the council. It was explained that a boy and a girl from each class were elected by means of a secret ballot; they all agreed that they enjoyed representing their fellow classmates.

The council said that next academic year their aim would be to update the school council page on HWB so that suggestions could be left there and surveys undertaken.

Governors were impressed with their presentation and confidence. **RB** thanked the children and also Mrs Kerr who works with them. The council left the meeting.

Nursery Organisation 2017

Mrs David and **Mrs Halliwell** outlined proposed changes.

Currently the nursery has 3 intakes; autumn, spring and summer term and can accommodate 45 children in the morning session and 45 in the afternoon session.

There is no current policy for allocation of am or pm children, so places are allocated as they become available taking into consideration parental request.

New starters lead to a lot of disruption as staff have to focus on settling new children and their personal social development.

Proposal

It was proposed that a policy be implemented which follows the Vale guidelines for admission, i.e. catchment first, then siblings, then age.

In practice this would mean that in September the morning session would be filled with catchment children only who will be starting Reception in 2018. All 45 spaces would be filled from September. This would ensure that a clear focus could be given to language, literacy and maths development.

The afternoon session would accommodate non-catchment children and youngest in the year group.

22 children who are currently in Nursery will be continuing in September, of which only 1 is non catchment but with siblings in school. A further 23 catchment children will be starting in September; therefore 45 AM places will be filled.

The other 16 new starters who are not catchment children will be PM children. The intake in January and April will fill the afternoon spaces, ensuring no disruption to the morning session.

Governors agreed a formal policy should be implemented

Mrs David and **Mrs Halliwell** left the meeting

Minutes of the Meeting held on Tuesday 4th April 2017

The minutes of the meeting of the Board of Governors held on Tuesday 4th April were approved by the Governors; proposed by **RB** , seconded by **JJ** and signed by the Chairperson.

Matters Arising:

See below:

SD informed governors that the proposed staff training on violence and domestic abuse had not yet taken place but was scheduled for later in the term.

IT Café

Sessions had been offered - so far with a limited uptake. However, the grandparent's session had been well attended!

School Dinners

HM confirmed that this was being monitored daily and the majority of parents were keeping their accounts in credit. The information regarding setting up alerts had been emailed to parents.

Health and Safety

The planned committee meeting had been postponed. **SD** advised that a recent fire safety compliance audit had highlighted a few action points – the majority of which related to the fabric of the building. The remaining action points had mostly been completed.

Head Teacher Report

The report had been sent to governors prior to the meeting. Governors thanked Mrs Daniels for the informative report.

Safeguarding

JJ reported that the safeguarding committee would be meeting next half term. All medical boxes had been checked and updated.

Budget

SD advised governors that an amended budget had been received.
CO'C ratified the budget

Correspondence

None

Any Other Business:

None

Matters Confidential

See attached

Date of next Meeting: Tuesday 27th June – this will commence at 5.30PM when governors will meet in their groups. The full GB meeting will start at 6.00PM.

Committee Meetings:

Tuesday 20th June – 4.30PM Personnel

Tuesday 27th June – 4.30PM Health & Safety