

VICTORIA COUNTY PRIMARY SCHOOL
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BOARD of GOVERNORS

MARCH 2023

Together we aim for the stars

Minutes of the meeting of the Board of Governors for Victoria School on
Tuesday 28th March

Members Present

Miss Christine O'Callaghan, Chairperson
Mr David Adams
Mr Marc Cahill
Mrs Sam Daniels
Mrs Beth Hales
Mrs Laura Halliwell
Mr Simon Husband

Mrs Judith Jones
Mr Mark Petherick
Ms Julie Plumb
Mrs Sonia McLoughlin
Mrs Helen Moreton
Dr Rhiannon Slade
Cllr. Mark Wilson

Apologies

Cllr. Rhiannon Birch
Mrs Rebecca Connor
Mrs Cerys McDonald
Miss Jeanette Minns

Apologies were given and accepted by Governors.

Welcome

CO'C welcomed the GB and appreciated their attendance at the earlier time. The GB were reminded that due to **SD** and **SH** undertaking ASOS (Action short of strike) the meeting needed to be conclude by 5.00PM.

Minutes of the Meeting held on Tuesday 20th December 2022

The minutes of the meeting of the Board of Governors held on Tuesday 20th December were approved by the Governors; proposed **LH** by seconded by **JJ** and signed by the Chairperson.

Matters arising

None

Welsh Government Schools Complaints Policy

This had previously been circulated to governors and was accepted and adopted by the GB.

VOGC Partnership Agreement

This had previously been circulated to governors and was accepted and adopted by the GB.

Head Teacher Report

The report had been sent to governors prior to the meeting, **SD** outlined key points.

Attendance: Current attendance is 94% and compares favourably with other schools. **SD** stated that attendance was well managed and if there was a concern parents would be invited in for a meeting.

SIP: The SIP for the academic year 2022/2023 is reviewed termly by the SLT and shared with staff. The SLT had met earlier in the day and looked at FADEs and Action Plans. An additional FADE (Focus, Analysis, Development, and Evaluation) had been completed as a result of external feedback following the Health check in December. This has led to a significant change of practice in terms of positive relationships and behaviour management, including updating our school rules. There are now just three rules: Be Ready, Be Respectful, and Be Safe. The whole school community have embraced the rules, **SD** said they were easy to remember and wrist bands are given to children who had consistently demonstrated them. A parent workshop has been held on positive behaviour management and was available on the website for those who were unable to attend. **SD** reminded the GB that our practice was to constantly review our SIP, it was an evolving document.

‘Checking and Evaluation’ of the quality of teaching and learning: This term, each AoLE (area of learning and experience) team has been allocated monitoring time to review their specific area. After each monitoring day, a FADE is completed, which highlights good practice and areas for development. INSET sessions are then planned to share findings with the staff and address any areas of need e.g., consistency of practice, use of targets, use of learning walls etc. The SLT have also completed a follow up learning walk to check that actions from the previous learning walk are being followed consistently. **SD** commented that the children were very excited to share their learning.

Staff Development: Much of our training and development for this term is linked to our SIP and the implementation of the revised curriculum.

Premises: The new trim trail has now been installed and has proved very popular with the children. This facility was part funded by the PTA.

Health and Safety: A fire evacuation was carried out recently and was extremely successful. The whole school vacated the building in 2minutes and 19 seconds!

Budget: In line with the majority of other schools in the Vale, the budget was extremely challenging.

Termly School Summary report from CSC

This had been circulated to the GB prior to the meeting. **SD** advised that head teachers were not aware the report would be sent and therefore CSC and Unions are in discussions.

SD commented that the report in itself is not a bad thing and the GB can see that as a school we engage with CSC and we support and collaborate with other schools. However, it does suggest that some elements are mandatory, e.g. the Welsh Language Charter Bronze Award – it is not mandatory.

Safeguarding

JJ informed the GB that the resource ‘My Concerns’ continues to be consistently used. There have been no ‘MARF’s’ this term. **SD** has completed her refresher level 1 and level 2 safeguarding training and the ALNCO, Mrs. Brown will undertake hers in May.

Correspondence

HM reminded governors that it is good practice for them to complete safeguarding training and they can do so on-line.

AOB

MC said he would like to discuss communication with our stakeholders, however, he recognized that due to time constraints it was not possible to do so at this meeting.

CO'C thanked **Mrs. Mcloughlin** for attending her final GB meeting. **Mrs. Reynolds** and **Mrs. Mcloughlin** have both been LEA governors for some considerable time and have served the GB well. Their terms of office have now come to an end and both have decided not to re-apply due to other commitments. Governor Support will inform us of their replacements in due course.

HM will send the audit of skills to the GB this week to be returned after Easter.

Date of next meeting

Tuesday 16th May – this is a change to the original date as **Mrs. Daniels** is not available on the **23rd May**. **CO'C** will advise the GB a.s.a.p. regarding the time.

Matters Confidential

See attached