

VICTORIA COUNTY PRIMARY SCHOOL
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BOARD of GOVERNORS

OCTOBER 2022

Together we aim for the stars

Minutes of the meeting of the Board of Governors for Victoria School on
Tuesday 25th October

Members Present

Miss Christine O'Callaghan, Chairperson
Mr David Adams
Cllr. Rhiannon Birch
Mr Marc Cahill
Mrs Rebecca Connor
Mrs Sam Daniels
Mrs Laura Halliwell
Mr Simon Husband

Mrs Judith Jones
Mrs Sonia McLaughlin
Miss Jeanette Minns
Mr Mark Petherick
Mrs Helen Moreton
Ms Julie Plumb
Cllr. Mark Wilson

Apologies

Mrs Cerys McDonald

Apologies were given and accepted by Governors.

Absent

Mrs Amanda Reynolds

Welcome

HM opened the meeting and welcomed Mrs Laura Halliwell, the new teacher governor representative.

Election of Chair and Vice Chair

Cllr.MW proposed Miss Christine O'Callaghan as Chair and was seconded by **JM**.

JJ proposed Cllr. Mark Wilson as Vice Chair, and was seconded by **MP**.

Miss Christine O'Callaghan proceeded to chair the meeting.

Minutes of the Meeting held on Tuesday 12th July 2022

The minutes of the meeting of the Board of Governors held on Tuesday 12th July were approved by the Governors; proposed by **DA** seconded by **RC** and signed by the Chairperson.

No matters arising

Health & Safety Committee

DA reported that the committee met prior to the GB meeting. Last week a fire drill was held - staff and children vacated the building in 2 minutes and 40 seconds. The drill highlighted

that whilst all visitors on site had signed in, not all staff had. **SD** has reminded staff of the importance of signing in.

The VOGC Health & Safety team will be visiting school after half term to ensure we are compliant.

It is planned to hold a whole school evacuation drill and a lockdown drill in the spring term.

Safeguarding

JJ has met with ALNCO, Charlotte Brown they aim to meet at least once a term. This term there have been three PPN'S (Public Protection Notices) and one MARAC (Multi-agency risk assessment conference).

Staff had a recap of 'My Concerns' at the beginning of term, new staff have been trained. This term there have been 32 notifications. **Cllr.MW** commented that 'My Concerns' is an effective resource and was good for documenting small, unusual events that can often build a picture.

JJ has booked her safeguarding refresher training.

CO'C encouraged the governors to visit the refurbished 'Rainbow Room' which has been transformed into a calm, tranquil space.

Head Teacher Update

SD advised that we have had three new teachers, two of whom are on SLT. They have all had their induction and are fitting in well.

SER & SIP

During the INSET, at the start of term all staff were involved in the school evaluation. To assist them they used the 'national resource' available on HWB to support schools with self-evaluation and improvement. It consists of practical guidance to help schools use a range of approaches to evaluate and improve their work. **SD** showed governors examples of how the evaluation gives prompts to help schools when focusing on aspects of their evaluation and improvement work. There are interactive resources, training materials, case studies of good practice and links to additional resources and toolkits. The SER is available on share point, all staff can add to it. The governors were able to see that areas were colour coded all red areas became priorities on the school improvement plan.

The SER and SIP were 'live documents' that were reviewed by the SLT, the aim being that red areas should become yellow.

SD has been asked to speak to both CSC and the Senedd regarding our good practice in reviewing SER and SIP.

SIP

The main priority is the new curriculum.

The new RSE (Relationships & Sexuality education) has attracted a lot of media interest. **SD** will be presenting a workshop to parents in November. Governors were assured that the RSE was age appropriate for our children; children needed to know that they were safe and they had a voice. **JP** advised that she had taken the RSE governor training and it was very informative.

Another of our priorities is 'Inclusion & Diversity'. We have collaborated with Mount Stuart Primary; our YR6 children visited them to work on the Windrush project.

We are also working with five other schools on an Anti-Racist Research project. Various resources have been purchased, it is important that children see themselves mirrored e.g. dual heritage family, same sex parents etc. The school is aiming to provide a curriculum, environment and resources that reflect all children in our community. **MC** asked if there was a time scale to achieve this, **SD** said it is a two-year project.

Cllr.RB informed that many parents in the Vale have expressed concerns regarding the new RSE. **SD** advised that, as a school we would be exploring diversity, parents will be invited to a presentation.

At the previous GB meeting the SLT informed governors that individual bespoke 'toolkits' would be given to each child to aid them in their independent learning. **LH** was able to provide governors with some examples.

SD said that parents had recently come into school to view learning journals, in the main, this was very positive but going forward a few adjustments would be made. Parents have been surveyed regarding parents evening, the results will be known shortly and then a decision will be made regarding TEAMS meeting or face-to-face.

Teaching & Learning Policy

The policy has been written but **SD** would like the children to have some input, it will therefore be discussed at the next meeting.

Annual Report to Parents

This was circulated prior to the meeting, it will be sent to parents.

Amended Safer Recruitment Policy

Governors agreed to accept and adopt.

Committee Structure

The current structure was sent prior to the meeting, however, after some discussion, it was felt that it would be beneficial if a skills audit were taken. **HM** will arrange in due course. **MC** said he was keen that there should be a 'communications committee' – he had prepared a presentation (please see under AOB).

Register of Interest

HM reminded governors that if there had been any changes and they needed to update the register they should contact her. **Cllr.MW & Cllr.RB** requested a new form.

Correspondence

Following the parent governor election **HM** confirmed that the successful candidates were Mrs Beth Hales and Dr Rhiannon Slade; they will attend the next GB meeting.

HM reminded governors that there are many useful training courses available and encouraged them to attend.

Any Other Business:

JM asked if the school council had met yet and how they were faring. **SD** confirmed they had met and Mrs Orefice was leading them.

SD stated that it would be helpful if governors were linked to an AOLE – **HM** will contact before the next GB meeting to gauge their preferences.

MC gave a short presentation on the importance of communication with our stakeholders and should we consider if this could be improved. After some discussion, it was noted that, some parents would welcome more communication, some less or perhaps it needs to be streamlined.

MC will send survey to parents in the spring term.

CO'C advised that she had hoped that the GB could meet with staff prior to the next GB meeting. However, as the next meeting is on the 20th December she will now rearrange this for Easter. In light of this, the next meeting will take place at 5PM not 5.30PM.

Matters Confidential

None

Next GB meeting – Tuesday 20th December @ 5.00PM

Finance & Personnel Committee – Friday 2nd December to start @ 8.30AM