

VICTORIA COUNTY PRIMARY SCHOOL
Cornerswell Road Penarth CF64 2UZ
Tel: (029) 20709225 Fax: (029) 20709123
Email: victoriaps@valeofglamorgan.gov.uk

BOARD of GOVERNORS

NOVEMBER 2019

Together we aim for the stars

Minutes of the meeting of the Board of Governors held at Victoria School on
Tuesday 19th November

Members Present:

Miss Christine O'Callaghan, Chairperson
Mr David Adams
Mrs Sam Daniels
Mr David Hall
Mr Simon Husband
Mrs Judith Jones
Mrs Helen Kerr
Mrs Sonia McLaughlin

Miss Jeanette Minns
Mrs Helen Moreton
Mr Mark Petherick
Mrs Amanda Reynolds
Mr Grant Robson
Mr Rhys Taylor
Mrs Amy Twining
Cllr. Mark Wilson

Apologies

Mrs Lorna Bennett
Cllr. Rhiannon Birch
Mrs Rebecca Connor

Apologies were given and accepted by Governors.

Governors met at 5.30PM in their SIP Groups which are led as follows:

Curriculum and Action research – SD
Bilingualism and ALN bill – SH
DCF, Target setting and Assessment – HK

Minutes of the Meeting held on Tuesday 1st October 2019

The minutes of the meeting of the Board of Governors held on Tuesday 1st October were approved by the Governors; proposed by **DA** seconded by **AT** and signed by the Chairperson.

Matters Arising:

See below:

Canteen

Recently several governors had lunch in the canteen with the children and were impressed with the service, food and décor. They commented that the children's behaviour was impeccable.

Budget

Remains challenging, **SD** advised that the NAHT are preparing letters for parents.

Boundary Wall

The VOGC legal department have now advised that the school is responsible for maintaining the wall. **SH** had met with representatives from the VOGC who have agreed that early next year the wall will be re-rendered. **Cllr.MW** will continue to liaise regarding the problem of access. **SD** commented that it is a serious health and safety issue, and has been for the past 3 years.

Upgrade to Pupil Toilets

Cllr.MW will continue to liaise with Mark Haynes.

Staff Toilets

SD confirmed that staff had been advised to write to the GB if necessary, to date no correspondence has been received.

Health and Safety Committee

DH informed GB that the committee had met and had set the following targets for this year:

1. Review the Health and Safety Policy
2. Look at the Health and Safety checklist for classrooms
3. Review the recommendations from the Fire Safety Inspection
4. Look at the outdoor area

It was decided that at the beginning of each term, class teachers could check their own classrooms and the H&S Committee would deal with the other areas. It was also suggested that the pupils who are part of the H&S team could get involved too.

SD advised that some staff have had issues accessing their online fire awareness training but this is now in hand. **DH** will spot check some risk assessments to ensure they are fit for purpose.

It was agreed that although the school holds regular fire drills it should practice a full evacuation away from site in the event of a serious fire or bomb threat. Currently the designated site is All Saints Church. **SD** stated that a trial evacuation would take place and following that an evacuation plan could be finalised.

Safeguarding

JJ advised that she had recently met with Mrs Hall – no concerns.

Correspondence

A letter had been received from the Children's Commissioner for Wales regarding 'A Charter for Change: Protecting Welsh Children from the Impact of Poverty'.

The letter suggested that a member of the GB should take the lead on analysing the cost of a school day and then devise an action plan. **SD** stated that it was imperative we support families and look at ways of reducing costs.

CO'C proposed **AT** as a parent governor to take on this task. **AT** agreed to look at costs and will report back to the GB after Easter.

Any Other Business:

New Curriculum

CO'C reminded governors of their responsibility in ensuring that the new curriculum is properly implemented. A meeting for parents is being held on **February 11th, 9.30-10.30** and all governors are encouraged to attend. **HM** will send a reminder nearer to the time. **ESTYN** will visit schools once curriculum is rolled out and may wish to meet with governors.

School Environment Committee

Cllr.MW will lead a small group to address any problems arising from the immediate environment e.g. school field, traffic etc.

The members will be:

Cllr.MW

Cllr. RB

HK

Cllr. Wilson will report back to GB as necessary

CO'C advised that this would allow the GB to focus on curriculum issues and SIP.

Matters Confidential

None

Next GB meeting – Tuesday 4th February