

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

BOARD of GOVERNORS

NOVEMBER 2021

Together we aim for the stars

Minutes of the meeting of the Board of Governors held virtually for Victoria School on
Tuesday 30th November

Members Present via 'Zoom':

Miss Christine O'Callaghan, Chairperson
Mr David Adams
Cllr. Rhiannon Birch
Mr Marc Cahill
Mrs Rebecca Connor
Mrs Sam Daniels
Mr Simon Husband
Mrs Judith Jones
Mrs Cerys McDonald

Mrs Sonia McLaughlin
Miss Jeanette Minns
Mr Mark Petherick
Mrs Helen Moreton
Ms Julie Plumb
Mrs Amanda Reynolds
Mr Grant Robson
Cllr. Mark Wilson

Apologies

Mrs Helen Kerr
Mr Rhys Taylor

Apologies were given and accepted by Governors.

Welcome

CO'C welcomed our new parent governor, Mrs Cerys McDonald.

CM introduced herself as a parent of a Reception child. **CM** has a background as a chartered accountant and is a civil servant.

Minutes of the Meeting held on Tuesday 19th October 2021

The minutes of the meeting of the Board of Governors held on Tuesday 19th October were approved by the Governors; proposed by **MW** seconded by **DA** and signed by the Chairperson.

Matters Arising

None

Head Teacher Report

This had been circulated to GB prior to the meeting.

Staffing & Attendance

SD advised that there were currently 2 members of staff who were absent due to Covid-19, both were due back in school this week. This term there had been significant numbers of children who had been absent due to Covid-19 and also some staff. Whole school attendance is currently, 92.9%

Grants

We have been able to access various grants:

*£1600 well-being

*£1000 to support a YR1 & YR2 visit to the Sherman theatre to see the pantomime

*£1000 to enable an art project in the playground

Community Links

Donations of food from our Harvest celebrations were sent to the Penarth Food Pod. The children were invited to design a logo for the new pod, the winner will be announced before the end of term. Further food donations will be given before Christmas.

YR4 have drawn pictures for the dementia ward at Llandough

Christmas cards have been sent to residents at Ty Gwyn Residential home.

'Bullies Out' have requested that our children illustrate their new book

Cllr.MW was part of the judging panel for the logo at the pod, he commented that the entry standard was excellent and it had been a difficult task choosing the winning design. He expressed his thanks to the children.

Governors asked **SD** for an update on the fencing on the nursery site. **SD** advised that it had been agreed that school would fund the cost and the work would be carried out during the Christmas holidays.

CO'C asked for an update on the new curriculum. **SD** informed the GB that the INSET day in January would focus on it.

CO'C also asked for an update on the new ALN bill. **SD** advised that Mrs Brown the new ALNCO will be leading an INSET in February. Governors asked if Mrs Brown could give them a presentation at the next GB meeting.

CM asked how significant was the impact of Covid-19 – had pupils in need of additional support been identified? **SD** advised that an accelerated learning grant had been used to give additional literacy, numeracy and well-being support. The pupils had been identified in the summer term, the majority of these children were those who had not accessed the curriculum during lockdown. Since our return to school in September, most of these children no longer needed support. However, there were approximately 6 in each year group who still needed a level of help due to anxiety and well-being. Pupil progress meetings were held every term. **SD** informed the GB that Google classroom was now used every day, all children knew how to log in and how to access it independently.

Health & Safety Update

The VOGC had tasked an independent company to undertake a conditions survey of the school. **SD** met with the independent surveyor on Monday he advised that there was a considerable amount of work to be undertaken, he will forward his report to VOGC in due course.

*All class teachers have filled in a Health & Safety checklist where many had identified issues with radiators being too hot, presenting a risk to the children.

*There have been 2 trip accidents this term, 1 directly due to the uneven flooring.

Both of the above had been identified in the conditions survey.

A fire drill has taken place, the children evacuated the building in an orderly and timely manner.

Capability Procedures for Teachers and Head teachers

This policy had been circulated to GB prior to the meeting – GB agreed to accept and adopt.

Pay Policy

This policy had been circulated to GB prior to the meeting – GB agreed to accept and adopt.

Safeguarding

JJ advised that she had met with Mrs Brown, who is settling into the school and appreciative of the welcome she has received. Level 1 safeguarding training had been delivered to all staff in September, the senior leadership would be receiving Level 2.

The safeguarding display board had been updated, Mrs Brown has undertaken training on ACE's, Trauma and Mental Health.

JJ informed GB that her own safeguarding training had been postponed and rescheduled for next term. Currently, no volunteers are allowed into school. The medical boxes have been checked, photos of children with allergies are displayed and appropriate training has been given. The 'My Concerns' system continues to be used.

Correspondence

A letter of resignation has been received from a longstanding member of staff, Mrs Gooding. Mrs Gooding has been an LSA at the school for over 30 years. **CO'C** acknowledged the letter and on behalf of the GB sent a card and flowers.

JJ expressed thanks to **CO'C** for her kindness.

Any Other Business:

CO'C advised that if circumstances allowed, the next GB meeting would take place in the FP hall. However, she would continue to monitor the situation. The governors were informed that if the meeting is to take place face to face, we would revert to the usual timeslot of 5.30pm.

RC asked if she could have an updated list of committee's – **HM** will resend to all governors.

Matters Confidential

None

Next GB meeting – Tuesday 15th February

Finance & Personnel Committee – Friday 3rd December to start @ 8.30AM