

VICTORIA COUNTY PRIMARY SCHOOL
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BOARD of GOVERNORS

APRIL 2022

Together we aim for the stars

Minutes of the meeting of the Board of Governors held at Victoria School on
Tuesday 5th April

Members Present

Miss Christine O'Callaghan, Chairperson
Mr David Adams
Mr Marc Cahill
Mrs Rebecca Connor
Mrs Sam Daniels
Mr Simon Husband
Mrs Judith Jones
Mrs Helen Kerr

Mrs Cerys McDonald
Mrs Sonia McLaughlin
Miss Jeanette Minns
Mr Mark Petherick
Mrs Helen Moreton
Ms Julie Plumb
Mr Grant Robson
Mr Rhys Taylor
Cllr. Mark Wilson

Apologies

Mrs Amanda Reynolds

Absent

Cllr. Rhiannon Birch

Welcome

CO'C welcomed the governors to the first face-to-face meeting in two years.

Minutes of the Meeting held on Tuesday 15th February 2022

The minutes of the meeting of the Board of Governors held on Tuesday 15th February were approved by the Governors; proposed by **DA** seconded by **MP** and signed by the Chairperson.

Matters Arising

None

Headteacher report

The report had been sent to governors prior to the meeting **SD** highlighted the following:
*We are full in every year group from Reception to YR6. There will be five new children starting in the Nursery after Easter.

*Attendance has taken a dip due to the number of Covid cases, hence we have stopped celebrating the highest class attendance in the weekly newsletter but will resume in the summer term.

***School Improvement Plan:**

SD reminded governors that, this was a 'live' document that was constantly evolving. The SIP for the academic year 2021/2022 has recently been reviewed in light of priorities before the end of the academic year. The milestones of the SIP have been highlighted and a supplementary action plan has been produced and shared with staff. It was identified that staff need to have a good knowledge of the pros and cons of Blended Learning in order to make informed pedagogical choices to meet the needs of all pupils. Therefore, in the summer term the Professional Learning Grant will be utilised to release staff to participate in learning walks, complete research and share ideas/good practice.

It was also important that a consistent system to track progression and coverage be in place.

***'Checking and Evaluation' of the quality of teaching and learning:**

Performance management/ evaluation drop-ins were carried out by SLT at the beginning of term. SLT were highly impressed by the standard of blended learning opportunities across the school. A FADE report has been written to address any issues and highlight good practice. All members of staff carried out collaborative moderation of both Literacy and Numeracy during INSET time and, again, a FADE was carried out to reflect areas for improvement and good practice.

SD reminded governors that FADE stood for:

Focus

Analysis

Development

Evaluation

***Staff Development:**

Much of our training and development for this term is linked to our SIP and the implementation of the revised curriculum and the ALN Bill. Staff have attended a wealth of external training, with a particular focus on the curriculum and mental health and well-being.

***Premises:** In the summer term, the playground outside equipment will be refurbished and new fitness stations installed.

New learning stations have been introduced to many corridors in order to facilitate blended learning, independence and collaboration.

There continues to be significant improvements to the outdoor area of Reception and Nursery; particularly in the garden area.

***Celebrations and future events:** There have been lots of celebrations including, various trips, micro farm and shop, clubs, MAT art day at Stanwell. In the summer term both YR5 and YR6 have the opportunity for residential trips. The school will celebrate the Jubilee, which will include a visit by an author.

The recent 'Danceathon' raised £2113 and the PTA quiz, £177. **SD** expressed her thanks to the PTA for their continued support.

The children are proving to be ethical citizens – some pupils have proposed a charity book sale, which they will organize and promote.

Cllr.MW advised that he had met with the local PCSO's and they were keen to work with our children on a graffiti project.

MC raised a question relating to the SIP in order to seek further clarification. **SD** commented that the SIP evolved; there was a need to research good practice and to have targets depending on the national/local priorities. It was a case of always 'working towards'. **RC** noted that there was a cyclical approach as the SIP was a live document.

GR commented that the SLT and indeed, all staff should be highly commended for creating a 'normal environment' making it easier for the children to return to school. This comment was seconded by **JP** and **JM**.

Feedback from parent questionnaires

The analysis of the questionnaire was sent to governors to read prior to the meeting. **SD** commented that it was a useful document and the majority of the responses were encouraging:

99.4% of responses stated that their child likes the school.

97.3% believes that the school helps their child to become independent.

99.4% believed that their child is safe

99.4% believed that the quality of teaching is good

99.4% believed that school is well run and managed

However, there were some misconceptions, which had been addressed – **SD** believed that these had arisen due to parents not being allowed into school for the last 2 years.

Feedback from Finance & Personnel Committee

SD updated the GB on staffing. The budget looks very healthy due to a number of late grants also, the additional money received from the extra work **SD** and **SH** have done.

A considerable amount of the grant money will be used for Professional Learning during the summer term and the next academic year, in preparation for the new curriculum.

Feedback from Health & Safety Committee

DA reported that:

*the road safety team have been working with PCSO's

*Staff have been reminded of the protocol regarding bumped heads

*there has been a lunchtime fire drill

*there have been a number of very successful trips

*the medical boxes will be reviewed in the summer term

Safeguarding

JJ reported that there have been no multi agency referrals; there have been 14 concerns, which have been noted and followed up.

There will be an INSET on the safeguarding package 'My Concerns' after Easter. This will ensure that we continue to make the best use of the resource and will be a refresher for staff.

JJ has completed her ACES course and her ALN update; she will meet with Mrs Brown (ALNCO) next term.

School Council update

HK confirmed that the school council would present to the GB at the next meeting. They have recently revised the Anti Bullying charter; two representatives have met with Mrs Daniels and signed it on behalf of the council.

Following a 'Bullies Out' workshop some children have been trained in a 'Playground Pals' scheme which will launch in the summer term.

The YR6 members of the council were recently involved in interviewing new members of staff.

Correspondence

See matters confidential

Any Other Business:

SD informed the GB that from September all FP children would be entitled to a free school meal. This will be extended to all primary children from September 2023. **Cllr.MW** advised that there would be capital funding available to assist with this.

MC commented that although there were several GB committee's he noted that there was not a 'Communications Committee'. He wondered if we would raise engagement with parents if we redesigned the newsletter and offered videos, showcasing our achievements. **SD** stated that we were one of the few schools who provided a weekly newsletter and any redesign would have to be on the same basis and must not add to staffs workload. **SMcL** commented that some videos for the website could be useful. After some discussion, it was agreed that **MC** and **CMcD** would investigate the feasibility and report to governors at the second meeting of the autumn term.

CO'C thanked governors for their attendance it was agreed that face-to-face meetings were more productive.

Date of next meeting

Tuesday 24th May

Matters Confidential

See attached