

VICTORIA COUNTY PRIMARY SCHOOL
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BOARD of GOVERNORS

JULY 2022

Together we aim for the stars

Minutes of the meeting of the Board of Governors held at Victoria School on
Tuesday 12th July

Members Present

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

Mrs Cerys McDonald
Mrs Sonia McLaughlin
Miss Jeanette Minns
Mrs Helen Moreton
Ms Julie Plumb
Mr Grant Robson

Apologies

Cllr. Rhiannon Birch
Mrs Rebecca Connor
Mr Mark Petherick
Mrs Amanda Reynolds
Mr Rhys Taylor
Cllr. Mark Wilson

Welcome

CO'C welcomed the governors and introduced the Senior Leadership Team:
Emma David Progression Early Years FP Progression step 1 lead – Literacy/Maths
Laura Halliwell Early Years FP Progression step 1 lead – Literacy/Maths
Rachel Davies Progression step 3 lead – Science & Technology
Charlotte Brown – ALNCO
Simon Husband – Deputy Head teacher
Helen Kerr – KS2 Maths
Aneesa Najjar – KS2 Literacy

SLT

SD informed GB that the SLT had reviewed the SIP – strong progress has been made in many areas, in others there had been limited progress due to staff absences.

SH

Priority 1 – all staff have completed a learning walk. The 'Teaching & Learning' Policy will be reviewed on the INSET days in September. There will be one T&L policy rather than many policies for different areas of the curriculum. All teaching staff will contribute to the new policy.

Priority 2 – Assessment & target setting – this will be a priority in September
Priority 3 – to improve bilingualism across the school – in the process of collecting evidence, we are confident that we will achieve the bronze award in the autumn.
Priority 4 – ALN bill – our ALNCO Charlotte Brown joined us in September 2021 and has been implementing the significant changes that have arisen from the new ALN bill.

SD informed governors that a focus next year will be on diversity and inclusion, the school will work on a project with Mount Stuart Primary. We have also been invited to work on other projects which will link with this.

HK & ED - Maths

They have met with staff, spoken to pupils and reviewed the methods, strategies, resources and learning walls. Individual tool kits will be given to each child with their targets on. The learning walls will be re-vamped and put at a lower level to make them more accessible for the children.

AN & LH – Literacy

They have focused on consistency of planning across all year groups. It was identified that small tweaks were needed to align spelling and handwriting. Bespoke tool kits would be given to each child – children will carry these with them, they can be used when outside the classroom to foster independent learning.

SD said that the new curriculum was ‘stage not age’ i.e. the children would be taught what is relevant for the stage they are at, recognising that not all 30 children in a class are the same, each child learns at their own pace.

GR asked if the toolkits could be digitalised. **SLT** said they were individual, not laminated and simple enough to be updated with targets etc. – examples were shown to governors. It was not intended that they would be digitally uploaded. However, **SD** said that a new member of staff, Lucie Pritchard will be joining us in September and she is a ‘Seesaw’ ambassador. Seesaw is a resource used in Nursery to communicate with parents and it will be used in other year groups in the future.

SD advised that pupil progress meetings were currently taking place, at the start of the academic year there were a number of concerns regarding progress but it is evident that the interventions have worked. The children are resilient and have adapted after the difficulties of the last few years, the normality of school has helped them. **SD** paid tribute to the LSA’s who have been excellent and provided fantastic support. Governors were informed that transition meetings would take place between current teacher and new teacher, an opportunity to share information.

MC recognised that as a school we do a lot of work, he wondered if this was the norm for all schools. **SD** said that we always look for good practice; we share with other schools and they with us.

RD – Blended learning

Blended learning was more challenging in KS2, the learning journals had proved successful. The children were confident in using HWB and google classroom. There are many more areas of HWB to be explored; these would be introduced in the future.

CB – ALNCO

CB shared an example of a 'One Page Profile', which are completed by children and held in the class. The headings are:

- *What people like and admire about me
- *What's important to me
- *What's important for me (how best to support me)
- *Other things you need to know about me

The profile's are reviewed frequently and are a good resource for supply staff too.
CB challenged governors to complete one!

CO'C thanked the SLT for their input. Flowers were presented to Mrs Kerr and Ms Najjar who will be leaving Victoria School at the end of the term. **SMcL** thanked Mrs Kerr for her support to governors. Mrs Laura Halliwell will replace Mrs Kerr on the GB in September.

Minutes of the Meeting held on Tuesday 24th May 2022

The minutes of the meeting of the Board of Governors held on Tuesday 24th May were approved by the Governors; proposed by **DA** seconded by **CMcD** and signed by the Chairperson.

Matters Arising

None

Head teacher report

SD highlighted some points. We will be fully staffed in September and progression leads are in place. The new staff have visited school and met their classes.

Attendance is currently 93%.

In September, the staff will collaborate on the self-evaluation plan.

Staff development this term has been linked to our SIP, implementation of the ALN Bill, Curriculum for Wales and high quality, effective teaching and learning.

A whole cluster Curriculum INSET day was held. We worked with CSC to explore assessment and progression and identify non-negotiables across all cluster schools. This work will continue in the autumn and spring terms of the next academic year.

PTA raised £4000 at the summer fayre; this will be used to promote our outdoor learning areas.

There have been lots of celebrations and a number of events are planned before the end of term.

SD concluded by saying that 'despite the turbulent start, we have had a very successful school year in terms of pupil learning and achievement, professional learning and preparations for the implementation of the Curriculum for Wales and providing memorable learning experiences for our children.

We are very keen to ensure that our school is an inclusive and safe environment for all and will be focusing on diversity, equality and excellence in the new academic year. We will be part of many new exciting projects with other schools and agencies and look forward to sharing this work with you in the future.

I would like to take this opportunity to thank the Governors for their guidance and support during some very challenging times.'

Victoria Curriculum Summary

The GB had received this prior to the meeting and agreed to accept and adopt. The summary will be uploaded to the school website.

Revision to Fair funding Scheme

VOGC have requested that the GB be made aware of the proposed revision to the Fair funding Scheme. The revision relates to school inventories and auditing of the school fund.

Feedback from Health & Safety

The Rainbow room is being refurbished. Since Easter, there have been no serious accidents in school.

Safeguarding

JJ reported that LSA's have all been trained in 'My Concern', more incidents are being recorded. There have been four MARF's this term. The SLT have now had level two safeguarding training. There has been a child protection case in KS2, the social worker involved wanted to close the case but school have asked for it to be kept open.

Jason Redrup from VOGC will meet with **SD, CB & JJ** in September.

Correspondence

CO'C reported that due to work commitments, Rhys Taylor has submitted his resignation and will be standing down from the GB. Rhys has been an active and supportive governor and will be missed; **CO'C** has written to him, thanking him for his service.

Any Other Business:

From September, we will change the start time to 5pm.

Date of next meeting

TBA

Matters Confidential

None