

VICTORIA COUNTY PRIMARY SCHOOL
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BOARD of GOVERNORS

NOVEMBER 2018

Together we aim for the stars

Minutes of the meeting of the Board of Governors held at Victoria School on
Tuesday 20th November

Members Present:

Miss Christine O'Callaghan, Chairperson
Mr David Adams
Mrs Lorna Bennett
Mrs Sam Daniels
Mr David Hall
Mr Simon Husband

Mrs Judith Jones
Mrs Helen Kerr
Mrs Sonia McLaughlin
Mrs Helen Moreton
Mrs Amanda Reynolds

Apologies

Cllr. Rhiannon Birch
Mrs Rebecca Connor
Miss Jeanette Minns
Mr Mark Petherick
Mr Rhys Taylor
Mrs Amy Twining
Cllr. Mark Wilson

Apologies were given and accepted by Governors.

Welcome

CO'C welcomed governors and informed them that following the parent governor election, Mrs Rebecca Connor and Mr Grant Robson were the successful candidates. Mr Robson is due to attend his induction training in December.

Minutes of the Meeting held on Tuesday 2nd October 2018

The minutes of the meeting of the Board of Governors held on Tuesday 2nd October were approved by the Governors; proposed by **DA** seconded by **JJ** and signed by the Chairperson.

Matters Arising:

See below:

Road Surfacing

CO'C advised that Stanwell Road was being resurfaced w/c 26th November, which might have an impact on the school. **SD** said she would monitor with the road safety team.

Canteen

SD advised that the logo had been chosen and the roller blinds fitted. PTA have agreed to finance painting but Mrs Daniels will ask them if they could also fund new flooring. Once the work has been completed, governors will be invited to view.

After School Club

The club have received their registration which means that parents can now use their childcare vouchers. **SD** advised that the club is well resourced and well organised. The children have the use of a classroom, the junior hall and the outdoor space. It is anticipated that now the club is registered there will be an increase in uptake.

Premises

SD is working with staff from a school in Cowbridge regarding designs for upgraded toilets and securing grants to help fund the work.

Health & Safety Committee

DA reported that the committee had met prior to the GB meeting. They had walked around the infant building and noted how clean and tidy it was. **DH** stated how impressed he was that there were no trip hazards or clutter. The caretaker is in the process of PAT testing equipment, most of it has been completed. It was noted that one carpet needs replacing. **JJ** stated that the outside light is not working – **SD** will speak to the caretaker.

Safeguarding

JJ advised that she had attended governor training and was able to confirm that apart from some very minor points there was nothing to address. **JH – ALNCO** has recently attended a multi-agency course and would be meeting with **JJ** in due course.

SD and **JH** have completed an audit of the medicine boxes.

Correspondence

None

Any Other Business:

LB asked if the issues affecting breakfast club had been resolved. **SD** advised that it had become apparent that some parents were dropping their children off and leaving before the club opened at 8.10AM. **SD** did a risk assessment and parents now have to hand their children to staff. The exception being, YR6 children who, with permission, can sign themselves in. **SD** said she was impressed with the way staff ran the club.

SD informed governors of the whole school Victorian theme week, commencing 26th November. Many exciting activities have been planned by the Curriculum Task Group.

DH advised that he could lend some resources, **SM** has some photos that she will forward. During the week, YR4 will visit the Glamorgan Archives. The children will experience a Victorian Christmas and class photos will be taken.

Matters Confidential

See Attached

Date of next Meeting: Tuesday 5th February