

VICTORIA COUNTY PRIMARY SCHOOL
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BOARD of GOVERNORS

JUNE 2019

Together we aim for the stars

Minutes of the meeting of the Board of Governors held at Victoria School on
Tuesday 25th June

Members Present:

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

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

Apologies

Cllr. Rhiannon Birch
Mrs Rebecca Connor
Mr Simon Husband
Mr Rhys Taylor

Apologies were given and accepted by Governors.

Senior Leadership Team

CO'C welcomed the Senior Leadership Team –Jayne Hall (ALNCO), Laura Halliwell, Emma David, Aneesa Najaar, Helen Kerr and Rachel Davies.

SD explained that each of the SLT were responsible for one of the areas linked with the SIP:
Curriculum

Assessment and Tracking

Welsh

Digital Competence Framework

Wellbeing

The SLT each gave an informative update on their particular area. They were able to provide an evaluation of impact and shared some of the future challenges, particularly in relation to the new curriculum.

On behalf of the GB, **AR** thanked the SLT and they left the meeting.

Minutes of the Meeting held on Tuesday 21st May 2019

The minutes of the meeting of the Board of Governors held on Tuesday 21st May were approved by the Governors; proposed by **AT** seconded by **MW** and signed by the Chairperson.

Matters Arising:

See below:

Canteen

SH advised that the refurbishment has been completed.

After School Club

SD confirmed that following parental consultation, there would be a paying breakfast club in September for those who required it, this would be in addition to the free WAG breakfast club.

Resurfacing

MW confirmed that the resurfacing to Cornerswell Road would now take place in the summer holidays.

Head Teacher Report

The report had been circulated prior to the meeting.

Feedback from Finance & Personnel Committee

Budget

SD advised that there had been a number of changes to the budget.

Staffing

MP informed governors that the personnel committee had looked at the staffing structure for September and were satisfied that all classes were adequately covered.

Feedback from Health & Safety Committee

DA advised that the committee had met prior to the GB meeting and had looked at the H&S policy. **DH** had arranged for the YR5 children to receive first aid training, the YR6 children would be trained at the beginning of July.

Following the concerns regarding Hepatitis A the school had paid for a deep clean to be undertaken. **MW** commented that it was unfair for the school to be charged and wondered if Mrs Daniels should query that with VOGC.

Safeguarding

JJ advised that Mrs Hall (ALNCO) would be meeting with **SD** before the end of term to update the safeguarding policy, health & safety board, care plans etc.

The SLT were now part of the safeguarding team and would have Level 2 training. All staff would receive Level 1 training in September.

Correspondence

A letter had been received from VOGC regarding a licence that must be obtained due to the new catering provision. The draft documentation is being undertaken by VOGC legal services.

Any Other Business:

LB has been asked about healthier options for PTA events. **SD** said she would send her the healthy policy.

MW advised that a private education centre would shortly be opening in the vicinity which could cause an increase in traffic at the end of the school day.

AT asked if there was a signing in sheet for breakfast club, **SD** confirmed that a register was taken.

MW has been made aware that VOGC have some grants available to upgrade the toilets at Victorian schools. He suggested that Mark Haynes be contacted for further information.

Matters Confidential

Please see attached

Next GB meeting – TBC