

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

BOARD of GOVERNORS

OCTOBER 2020

Together we aim for the stars

Minutes of the meeting of the Board of Governors held virtually for Victoria School on
Tuesday 6th October

Members Present via 'Zoom':

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

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

Apologies

Mr Rhys Taylor

Apologies were given and accepted by Governors.

Election of Chair and Vice Chair

JM proposed Miss Christine O'Callaghan as Chair and was seconded by **Cllr.MW**.

JJ proposed Cllr. Mark Wilson as Vice Chair, and was seconded by **DA**.

Miss Christine O'Callaghan proceeded to chair the meeting.

Welcome

CO'C opened the meeting by welcoming the governors, thanks were expressed to **SM** for her assistance with the technology.

The GB were informed that two new Parent Governors had been elected and they would attend the next meeting.

JJ wanted to acknowledge the work of Mrs Daniels and staff in relation to the reopening of school in such challenging times.

CO'C also passed on a message of thanks from **RT** to Mrs Daniels and the staff.

Minutes of the Meeting held on Tuesday 4th February 2020

The minutes of the meeting of the Board of Governors held on Tuesday 4th February were approved by the Governors; proposed by **JJ** seconded by **Cllr.MW** and signed by the Chairperson.

COVID and Head Teacher Report

SD advised that plans for the September reopening had been written over the summer but were tweaked and adjusted as necessary when they were implemented. Mrs Daniels reported

that the children had soon adapted to the new routine and are very aware of the need to stay in their 'bubbles' and to sanitise regularly.

The GB were informed that we were not just focusing on COVID but very much moving forward.

An accelerated learning grant is being used to give additional literacy and numeracy support to children who are in need of it. This is being delivered by Mrs David and Mrs Halliwell and will continue until Easter 2021.

Staff are currently working hard to implement blended learning. **JM** asked how many children were being targeted, **SD** advised it was a small number in every class.

The first two weeks of term focused on well-being, the children had been looking at a programme called 'My Hidden Chimp'.

Staff meetings have looked at blended and hybrid learning. A lesson can be put on google classroom which the children can work on independently, allowing teachers to provide enhanced targeted provision to those children in the class who are not as independent. If a child is self-isolating at home they can access work on google classroom.

SD advised that staff have had time to consider the online resources and how to make best use of them. The INSET day in October will be spent looking at the various techniques that can be used.

The GB were informed that assemblies were delivered to classrooms via zoom and were proving to be successful. There was less time spent walking to and from the hall and less trigger points for behaviour issues. Parents evening would be delivered via Microsoft Teams. **SD** said that both staff and children had shown resilience and she was proud of how everyone had adapted.

Budget

Currently the budget looks healthy, there has been considerable additional expense as expected but we have been able to access the COVID hardship fund.

The toilets were refurbished in the summer and we have had a substantial IT grant.

Following an IT audit it became apparent that 20 families did not have adequate IT devices at home, **SD** said these would be purchased before half term.

JJ commented that the news was positive.

Health & Safety Committee

DH reported that the committee had met prior to the GB meeting. Understandably the main issue was the COVID Risk Assessment which was constantly being updated. Despite a raft of restrictions staff morale remained high.

As the GB were aware it was necessary to close the FP for a day due to a light which had fallen- the contractors had returned and remedied the problem.

The kitchen had also been closed for a day due to a flood. The information was disseminated quickly, parents provided packed lunches or if necessary, children received a 'grab bag'.

SD advised that there would be a practice fire alarm on the 7th October.

Committee Structure and Terms of Reference

Emailed prior to meeting.

Register of Interest

HM reminded governors that if there were any changes the register of interest must be updated.

Safeguarding

JH – deputy safeguarding officer, introduced herself to the governors. Mrs Hall gave an informative overview of the safeguarding measures implemented during lockdown.

JH worked with **SD** to identify vulnerable children. These children were invited to HUB school. During the period, March to July families were contacted via, telephone, text and in some instances visits to their home. In addition to these vulnerable families if it became apparent that a child was not engaging with online teaching, the class teacher would telephone them. Parents appreciated the level of support.

Since returning to school, safeguarding training has been delivered to all staff.

JH advised that she would be looking at the intimate care policy, given that a number of nursery children are now in school who have not been toilet trained.

Currently, any concerns relating to children are documented on yellow forms, **JH** is investigating an electronic system.

Attendance has been good, 95% last week. All children have now returned.

VSGA Committee

Clr.MW confirmed that he is willing to continue, the GB will support his application.

Correspondence

Clr.MW has received an update regarding the boundary wall. The head of estates is currently awaiting a structural survey and is liaising with legal, he will continue to pursue.

Any Other Business:

CO'C advised that she would contact governors prior to the next GB to advise how we will meet in groups to discuss the SIP.

Matters Confidential

None

Next GB meeting – Tuesday 17th November