

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

BOARD of GOVERNORS

NOVEMBER 2020

Together we aim for the stars

Minutes of the meeting of the Board of Governors held virtually for Victoria School on
Tuesday 17th November

Members Present via 'Zoom':

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

Mrs Helen Kerr
Miss Jeanette Minns
Mr Mark Petherick
Mrs Helen Moreton
Ms Julie Plumb
Mrs Amanda Reynolds
Mr Rhys Taylor

Apologies

Mrs Sonia McLaughlin
Mr Grant Robson

Apologies were given and accepted by Governors.

Apologies unable to join due to technical difficulties

Cllr. Rhiannon Birch
Cllr. Mark Wilson

Welcome

CO'C opened the meeting by welcoming the new parent governors, Julie Plumb and Marc Cahill.

JP and **MC** introduced themselves and shared something of their backgrounds and interests.

Minutes of the Meeting held on Tuesday 6th October 2020

The minutes of the meeting of the Board of Governors held on Tuesday 6th October were approved by the Governors; proposed by **RC** seconded by **AR** and signed by the Chairperson.

Matters Arising

CO'C asked **SD** for an update on the parent consultation meetings in October. **SD** advised that it was a learning curve but it had gone well. The majority of parents had an online appointment, others were contacted by telephone.

Head Teacher Update

This had been sent to GB prior to the meeting. **SD** advised the new governors that the expectation is that the report is read in advance and governors prepare questions as necessary. However, as this was their first meeting Mrs Daniels highlighted key points.

Class Organisation

Numbers on roll were high, there is just 1 space in the school which has arisen due to a child leaving us to join a sibling in another school. We are fully staffed.

Attendance

This is currently 96%, which is in line with last year's attendance for the autumn term.

Data Analysis

Analysis of baseline data has shown that, on the whole, standards are lower than we would expect across all year groups. Missed learning due to lockdown has had an impact, it is noticeable that the younger children have not retained information and therefore, the need to revise topics has become apparent.

All classes have been operating a consolidation curriculum in order to plug any gaps. Support has been put in place to address any needs, using the Raise, Recovery and Recruit funding. Identified pupils, in the areas of Literacy, Numeracy and Emotional and social support, will participate in an accelerated learning programme. Early indications are that good results are being achieved.

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

A book look has taken place in order to look at sustained writing standards.

Staff Development

Much of our training and development for this term is linked to our SIP and the implementation of blended learning.

Premises

The PTA continue to be an invaluable support and are working hard to fund phase 2 of the outdoor classroom project, which we hope to begin at Easter.

Support Services

SD advised that she was happy with the services provided. As a precaution she had arranged for the school to be deep cleaned over half term.

Health & Safety

There has only been 1 accident (requiring medical attention), the pupil required emergency dental treatment, but has no lasting issues.

A successful fire evacuation practice was carried out at the beginning of term.

The risk assessment has been updated to reflect ventilation in the winter months – parents have been reminded that children should wear suitable layers. Our well-being dog is now allowed into school and can appear to children via zoom assemblies.

Budget

As always, the budget remains tight with a surplus of £23,000. The finance committee will meet next month. The PTA have supported IT resources.

Celebrations

A harvest assembly was held, parents very kindly donated items for the local food bank.

The 'Children in Need' day was well supported, £1300 was raised.

SD advised that she had met with the curriculum task force and they have been busy planning the next theme week. There are many exciting events planned for Christmas, **SD** reiterated that it was important to celebrate and as a school we were focusing on what we can do, not what we can't.

At the end of November we will hold the first of our monthly birthday parties in school.

SD concluded by stating that she was extremely proud of how hard everyone had worked, the staff continue to be amazing, the children resilient.

CO'C noted that 'seesaw' had been referred to and asked what it was. **SD** advised that it was another online learning tool, an accessible way for parents to contact the staff.

RT commented that in his opinion although attendance was important, if a child was unwell it might be more responsible to keep them at home. **SD** commented that if a child was unwell, they would not be expected to attend school. However, she was mindful that a small minority would see the current situation as an excuse to keep their child at home. Parents are regularly reminded of the symptoms to look out for and the procedure to follow. **RT** felt that individual attendance certificates might encourage some children to attend school even if they were unwell. **SD** confirmed that we no longer give individual attendance awards, but house points are awarded as an incentive.

MC asked how staff well-being was managed. **SD** acknowledged that this was an important question and advised that:

The staff had a 'well-being' champion

Apart from the academic and professional targets for staff, there was a target to support well-being for themselves and others

Some staff had taken up yoga, some had formed a running club, a lending library for staff had been set up. **SH** commented that the staff were good at looking after and supporting each other.

However, **SD** acknowledged that this had been a difficult term for staff, a number had commented to her that they felt overwhelmed, importantly they felt able to communicate that to her.

School Improvement Plan

SD advised that the key areas from last year remain the same, as they are ongoing. The **GB** had been sent a copy of the SIP and also the areas of focus prior to the meeting. As this was an extensive document **CO'C** would like governors to read before the next meeting and prepare questions.

Safeguarding

Mrs Hall ALNCO had given a comprehensive update at the last meeting. **JJ** advised that the SLT had been shown some new software, 'My Concerns' which provided secure, electronic resources.

JJ will be undertaking her safeguarding refresher training next week.

Correspondence

None

Any Other Business:

HM advised that **DA** would continue as the staff support governor.

JJ acknowledged how hard the staff and Mrs Daniels had worked to keep the school environment as normal as possible and it was greatly appreciated.

JM had heard favourable comments regarding the targeted support.

CO'C said that she would contact **Cllr. MW** for an update on the boundary wall, hopefully he will be able to provide an update at the next meeting.

RC stated that she had attended school to meet with YR6 to talk about transition to Stanwell. It is hoped that staff from Stanwell may be able to come out to teach some lessons later in the academic year.

Matters Confidential

None

Next GB meeting – Tuesday 2nd February

Finance & Personnel Committee – Thursday 3rd December to start @ 8.15AM – SM will activate zoom link @ 8.00AM