

VICTORIA COUNTY PRIMARY SCHOOL
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BOARD of GOVERNORS

NOVEMBER 2017

Together we aim for the stars

Minutes of the meeting of the Board of Governors held at Victoria School on
Tuesday 21st November

Members Present:

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

Mrs Nikki Lacey
Mrs Sonia McLaughlin
Miss Jeanette Minns
Mrs Helen Moreton
Mr Mark Petherick
Mrs Amanda Reynolds
Mr Rhys Taylor
Mrs Amy Twining

Apologies

Mrs Lorna Bennett
Mrs Rebecca Connor
Mr David Hall
Cllr. Mark Wilson

Apologies were given and accepted by Governors.

Welcome

Nicola Monckton – finance manager from VOGC was introduced by **MP**.
Ms Monckton addressed the governors and took questions.

At the end of her session NM left the meeting and the GB divided into their groups to review the SIP. Following the group discussions the GB continued with the agenda items.

Minutes of the Meeting held on Tuesday 3rd October 2017

The minutes of the meeting of the Board of Governors held on Tuesday 3rd October were approved by the Governors; proposed by **NL**, seconded by **JJ** and signed by the Chairperson.

Matters Arising:

See below:

Committee Structure and Terms of Reference

CO'C advised that the committee structure had been amended – the updated list will be sent to governors.

Road Safety

SD informed governors that some YR6 children had regularly been on 'traffic duty' at the front of the school from 8.45AM, and this had made a significant difference to the parking issues. The children were always accompanied by an adult. Parents were very supportive and responded well to the children.

However, although parents were no longer parking directly outside the school, they were causing obstructions by parking on the corners! The children have designed flyers to be left on windscreens.

Unfortunately, there is an issue with parking at the rear of the school in the masonic car park and on Stanwell Road. Three parents have been very proactive and have contacted VOGC directly. In the latest newsletter it had been requested that parents who need to drive to school should consider parking further away and walking. Also, we are now advertising for a volunteer lollipop person who will be provided with training, insurance and a uniform, to patrol Stanwell Road. In addition to this the YR6 road safety team will alternate between the front and the back of the school. **SD** acknowledged the work done by **Cllr. Mark Wilson** in liaising with the PCSO.

JM said she was delighted to see such a positive outcome.

Pay Policy

The above policy will be discussed at the next Finance Committee.

Health Care Needs Policy & Health and Safety Feedback

Prior to the GB meeting the Health and Safety Committee had met. **DA** reported that they had spent some time discussing the above policy and after a few adjustments they were happy to accept and adopt it. A copy of the policy will be placed on the school website.

The committee walked around the KS2 building and had noted a few issues to be remedied. He also advised that throughout the year, training records would be reviewed to ensure that they were all up to date.

Safeguarding

JJ advised that she had met with the ALNCO and there were no issues to report. **JJ** will be attending annual safeguarding training later this month.

Correspondence

HM advised that she had received confirmation that **Cllr. Mark Wilson** had been reappointed as a LEA Governor.

Any Other Business:

CO'C had noted a report in the local press announcing that the Victoria Playing Field had been designated an alcohol free zone. **RB** confirmed that this was the case and relevant signage would be erected.

SD had recently been sent a complaint by a member of the public relating to dogs being walked in the field. The person had contacted the VOGC and been told it was a school matter. Mrs Daniels had reminded VOGC of a previous agreement that they would be responsible for such issues and referred the complaint back to them and they had then dealt with accordingly.

RT wondered if the school were aware of the new General Data Protection Regulations (GDPR) that would apply from May 2018. **SD** confirmed that this was an agenda item at the next Head Teacher Cluster meeting.

Date of next Meeting: Tuesday 6th February

Matters Confidential
See Attached