

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

BOARD of GOVERNORS

FEBRUARY 2018

Together we aim for the stars

Minutes of the meeting of the Board of Governors held at Victoria School on
Tuesday 6th February 2018

Members Present:

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

Mrs Helen Kerr
Mrs Sonia McLaughlin
Miss Jeanette Minns
Mrs Helen Moreton
Mr Mark Petherick
Mr Rhys Taylor
Mrs Amy Twining
Cllr. Mark Wilson

Apologies

Cllr. Rhiannon Birch
Mrs Nikki Lacey
Mrs Amanda Reynolds

Apologies were given and accepted by Governors.

Minutes of the Meeting held on Tuesday 21st November 2017

The minutes of the meeting of the Board of Governors held on Tuesday 21st November were approved by the Governors; proposed by **JJ** seconded by **DA** and signed by the Chairperson.

Matters Arising:

See below:

Road Safety

SD informed governors that there has been a huge improvement now that parking in the masonic car park has been withdrawn. The YR6 road safety team with **SD** alternate between monitoring traffic at the front and rear of the school. **MW** advised that there was still a problem with deliveries to local shops but acknowledged that it was difficult to control – he would however speak to the head of highways.

AT asked if there was a 'Safer Route to School' plan. **MW** informed the GB that funding for this had been withdrawn several years ago. **LB** said she would investigate if any funding was available under the Sustrans scheme.

CO'C acknowledged the work of the road safety team and asked if they could attend the GB meeting in May, with the school council.

Feedback from Personnel and Finance Committee's

The above met in November.

MP reported that the Personnel Committee had looked at the draft Pay Policy which had been drawn up by the VOGC. The committee agreed to accept and adopt.

SH advised that the Finance Committee had reviewed the budget which remained challenging.

Head Teacher Report

SD had circulated the report prior to the meeting for governors to peruse.

RC expressed her thanks to the staff who had supervised the recent film night.

Mrs Daniels informed the GB that the Challenge Advisor, Carys Pritchard had visited and had looked at three main areas:

Attendance –we remain on track to reach our target.

Data Analysis – challenge meetings had recently been held in school – we are on track to meet targets.

SIP – the advisor looked at how the school plan to implement the new curriculum for Wales.

SD informed the GB that the evidence school provided had been validated and it was a very positive visit.

The school has also received a visit from Paula Ham – Director of Learning and Skills, she was very complimentary especially in regard to behaviour and focus.

Annual Governors Report

CO'C acknowledged the assistance given by **RT** and **JM**.

Safeguarding

JJ gave a comprehensive report on Safeguarding. She reported that medical boxes had been thoroughly audited and medical conditions have been updated on SIMS. The Safeguarding Audit had been completed by **SD** and **JH** (ALNCO) in January.

The Rainbow Room have now introduced a wellbeing log for those children who choose to spend time there at lunch time. The online Wellbeing assessment tool, 'SELFIE' has been completed and evaluated and shared with **NL**.

Safeguarding training is up to date. The majority of teaching and non-teaching staff have attended 'Diabetes Raising Awareness' training – more specific training will be given to certain members of staff.

Data Protection

SD, **SH** and **RT** have all recently attended training on General Data Protection Regulation, which comes into force in May. **SD** has prepared a draft policy and will work with **RT**.

Correspondence

HM advised that she had received a letter of resignation from a member of staff following their maternity leave.

CO'C had received a very complimentary letter from Vaughan Gething (AM). The school council are in the process of responding to it and inviting him into school.

Any Other Business:

SM advised that she had met with the e-safety committee and they had launched a logo competition.

Date of next Meeting:

Finance & Personnel Committee – 8.30AM Thursday 22nd March

Health & Safety Committee – 4.30PM Tuesday 27th March

GB Meeting – 5.30PM Tuesday 27th March

Matters Confidential

See Attached