

VICTORIA COUNTY PRIMARY SCHOOL
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BOARD of GOVERNORS

JUNE 2018

Together we aim for the stars

Minutes of the meeting of the Board of Governors held at Victoria School on
Tuesday 26th June 2018

Members Present:

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

Mrs Helen Kerr
Mrs Nikki Lacey
Mrs Sonia McLaughlin
Miss Jeanette Minns
Mrs Helen Moreton
Mrs Amanda Reynolds
Cllr. Mark Wilson

Apologies

Cllr. Rhiannon Birch
Mrs Rebecca Connor
Mr Mark Petherick
Mr Rhys Taylor
Mrs Amy Twining

Apologies were given and accepted by Governors.

Senior Leadership Team

CO'C welcomed the Senior Leadership Team –Jayne Hall (ALNCO), Laura Halliwell (FP Literacy and EY Phase Leader), Emma David (FP Maths and EY Phase Leader), Aneesa Najaar (KS2 Literacy), Helen Kerr (KS2 Maths and KS Phase Leader) and Simon Husband (DHT and Assessment).

The SLT each gave an insightful update on their particular area. They gave an evaluation of impact and shared some of the future challenges.

During this academic year they had each held workshops for parents – with varying degrees of success in terms of parental attendance. The presentations were on the website for parents to access, if they were unable to attend.

SD advised that the team would be meeting to identify the 5 areas to focus on for the SIP 2018/19 and once confirmed, governors would be informed.

JM acknowledged their professionalism, noting that they were a strong SLT.

CO'C suggested that during the next academic year the governors could meet with the staff informally, at the end of a school day. **SD** agreed to arrange some dates and reminded governors that they were always welcome to come into school. **CO'C** thanked the SLT and they left the meeting.

Minutes of the Meeting held on Tuesday 22nd May 2018

The minutes of the meeting of the Board of Governors held on Tuesday 22nd May were approved by the Governors; proposed by **NL** seconded by **DA** and signed by the Chairperson.

Matters Arising:

See below:

Road Surfacing

MW confirmed that there was a 3 year plan and he hoped that Cornerswell Road would be included.

Canteen

SD advised that money raised by the PTA at the summer fayre would be spent on improving the canteen. During the summer break, it would be repainted, a new hatch installed and also a salad bar. From September there would be a staggered lunch for KS2 which would help speed up the serving of meals.

Feedback from Finance & Personnel Committee

The above committee's met on Thursday 21st June.

SD advised that the staff structure for the next academic year had been discussed. The budget was much healthier and no longer showing a deficit – largely due to three teaching staff taking maternity leave.

Mrs Daniels confirmed that a decision had been made regarding provision of after school care.

Feedback from Health & Safety Committee

The above committee met prior to the GB meeting.

DA advised that the committee had walked around the school, looking at carpets. They had identified 5 class rooms where the carpets needed to be replaced – quotes would be obtained and hopefully they would be laid during the summer break.

Mr Adams also informed the GB that the 'signing in procedure' for visitors, was being updated by **SD** and **JH**.

The Road Safety team has proved to be very successful and therefore they no longer patrol every day outside school. However, they are being utilised on the school yard, monitoring the use of the trim trail and scooters! **LB** acknowledged that their presence on the yard was very helpful.

Safeguarding

JJ advised that there were no updates - a meeting was scheduled for 9th July.

GDPR Policies

CCTV Policy was circulated prior to the meeting. The GB agreed to accept and adopt.

SD advised that the school had signed up to the VOGC GDPR SLA. Data protection level 1 training would be delivered to all staff in September on the INSET day. The teaching staff would also receive level 2 training. Governors were invited to join staff if they wished - **September 3rd 11.15-12.15**.

GB must use HWB accounts. **SM** will hold a refresher/induction course in the autumn term, for those who need it. Date t.b.c.

Correspondence

CO'C acknowledged a letter of thanks received from **NL** regarding her term of office ceasing after 8 years.

CO'C thanked her for her service and her commitment to the GB.

Any Other Business

JM asked if the work of the PTA had been acknowledged by the GB. **CO'C** confirmed that she had written to them, thanking them for all that they do.

Date of next Meeting – TBC