

Minutes of the Governing Body Meeting
held at Fairfield Primary School on Wednesday 16th November 2016

Present

Ms S. Lewis, Mr J. Dunlop, Mrs A. James, Ms E. Scourfield, Ms Z. Lincoln, Cllr R. Cook, Mrs K. Clarke, Mrs M. Williams, Mr J. Wilcock, Mrs K. Lewis, Mr C. Johnson.

1. Apologies for Absence

Miss B. Hurlstone, Mr A. Hanuk, Mr S. Glover.

Governors and new governors introduced themselves stating reasons for wishing to be governors and what they would like to achieve during their term of office.

2. Minutes of the previous meeting

A correct record

3. Matters Arising

Mr Dunlop gave new governors information regarding ALN provision within the school and the impact the budget deficit has had on this in that there was an identified gap between objectives and the resources available to us. It was noted that the budget would be better next year due to the unanticipated increase in pupil numbers.

Ms Lewis gave governors information re school categorisation and why Fairfield had been given a yellow categorisation.

With regard to the problems in the Foundation Phase playground, Ms Lewis had written to parents to ask them to stand away from the entrance to the building to allow children to enter safely. There will be another tarmac area provided in this area while the work on the drive is being carried out.

4. Correspondence

- Copies of the letters of appointment for the new LA governors had been received
- Letter re Education Update and Briefing Session on Tuesday 6th December from 6.00 to 7.30 pm in the Corporate Suite, Civic Offices

5. Headteacher's report

See Appendix 1

Glossary to be emailed to governors

6. Leadership committee report

None as the committee did not meet this evening

7. Other committee reports

None

8. School data

Ms Lewis explained school performance data to governors. Governors are encouraged to become familiar with the data.

9. Committee vacancies / Link governor vacancies

The committee structure was explained for the benefit of new governors and vacancies were filled.

10. Review of Scrutiny Committee Report

Mr Dunlop informed governors of the background to the scrutiny committee report and gave governors information regarding the process and the issues raised. Our Challenge Adviser was also involved in this process and we can expect another visit in the next year.

11. Governor training

Ms Scourfield gave governors feedback on the safeguarding training she had attended and a general discussion took place.

A reminder to new governors that they are required to undertake induction training and data training. An email had been received regarding training dates booked for Jeremy Wilcock.

12. Teachers' representative's report

- Preparations for Christmas shows are well underway. Mrs James informed governors of the dates of the shows and asked them to contact the school if they would like to attend any of the performances.
- The school will be recording the annual St Cyres song for Christmas on Friday 18th November. This will be uploaded to YouTube.
- Mrs James gave governors information regarding the focus and activities of anti-bullying week – 'Superheroes Power for Good'.
- The Wellbeing PLC have conducted a survey of the tuck shop and have received funding from healthy schools to purchase a tuck shop trolley.
- Members of Sgwad Cymraeg have been elected.
- Digital leaders were involved in various roles within the school.
- We currently have a student in school working in Year 5

13. Non-teaching staff representative's report

No report was available as Miss Hurlstone was absent from the meeting.

14. Health and Safety

- A fire drill had recently taken place
- A risk assessment is in place for work on driveway.

15. PTA report

This had previously been distributed to governors who wished to record their thanks to the PTA for their hard work and commitment.

16. Any other business

- The Penarth Daily News blog was discussed. The possibility of offering a learning walk to the author of the block was considered but it was felt that this would put staff under a lot of pressure. The consensus of opinion was that the contents of the blog as relating to Fairfield should just be ignored.
- The issue of road safety outside the school was discussed – Cllr Cook agreed to flag this up as an issue at the next council meeting and also to talk to the local police inspector.
- It was agreed that a skills audit should be produced and distributed to governors for completion.
- It was agreed that a hub should be set up for governors.

17. Matters deemed to be confidential for the publication of the minutes

None

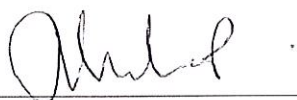
Date of next meeting

1st February

17th May

There being no further business the Chair thanked governors for their time and closed the meeting.

Signed



Chair of Governors

Date

1/2/2017.