

**Minutes of the Governing Body Meeting**  
**Held at Fairfield Primary School on Wednesday 13<sup>th</sup> May 2015**

**Present**

Ms S. Lewis, Ms C. Maher, Dr R. Smith, Mrs R. Jowett, Cllr R. Cook, Mrs E. Streets, Miss B. Hurlstone, Ms Z. Lincoln

The governors were appreciative of the fantastic job done by staff which resulted in the re-categorisation of Fairfield to the Yellow category. The governors wished to extend their appreciation to all staff.

**1. CONFIDENTIAL ITEM**

**2. Apologies for Absence**

Mr J. Dunlop, Ms E. Scourfield, Mrs A. James, Mr A. Hanuk

**3. Minutes of the Previous Meeting**

Correct record

**4. Matters Arising**

*Page 1, Matters Arising*

Ms Lewis had met with Vaughan Gething to raise issues re the categorisation process which will be taken to the Education Minister.

*Page 2, Governor Training*

It was noted that DBS governors were required to attend training at least once a year.

**5. Correspondence**

- A letter of resignation had been received from Mrs J. Cooper. Mrs Jowett to write to Mrs Cooper on behalf of the Governing Body.
- An email had been received regarding the Penarth Summer Festival Wheelbarrow Competition. This will be referred to the PTA.

**6. Headteacher's Report**

- See Appendix 1
- A School Council video was presented to governors
- The Summer Fair will take place on 20th June. All Governors were invited to attend.

**7. Finance Committee Report**

Month 13 monitoring statements have been received which shows that we have a £5600 carry forward from the 2014-2015 financial year.

**8. Other Committee Reports**

Governors were given an update on Performance Management.

**9. Governor Training**

Nothing to report.

**10. Teacher's Representative Report**

We have received positive feedback from the staff at Stackpole who have commented on how well behaved the children were during their visit.

**11. Non-teaching Staff representative's Report**

Nothing to report.

**12. Health and Safety**

Staff had been asked to note any concerns for Mr Sampson to deal with.

**13. PTA report**

This item has been covered in the Headteachers Report.

**14. Any other business**

- There was some discussion re ParentPay which the school will be introducing shortly..
- Ms Lewis had been approached by a parent with regard to taking our school photographs. It was noted that the school were committed to Colorfoto for the next two years and therefore it was not possible to change at the moment.
- There was some discussion regarding the school's policy about when the children are able to return to school and the impact this has on attendance figures. After discussion it was decided to check with other schools and Mrs Maher offered to send guidelines to the school.
- There was some discussion re the feeder school situation.

**15. Matters deemed to be confidential for the publication of the minutes**

Agenda Item 1

**16. Date of next meeting**

8th July 2015