

Minutes of the Governing Body meeting held at Fairfield Primary School on Wednesday 23rd October 2019

Present

Ms S. Lewis, Mr C. Johnson, Ms E. Scourfield, Mrs C. Porter, Mrs E. Brown, Mr J. Wilcock, Mrs K. Lewis, Mr M. Chorley

Short introduction took place to welcome new Governors.

• Election of Chairperson and Vice Chairperson

Chairperson – Mrs E. Scourfield

Vice Chairperson – Mr J. Wilcock

• Apologies for absence

Cllr M. Wilson, Mrs A. James, Miss B. Hurlstone and Dr E. Warren.

• Minutes of the Previous Meeting

Mr Wilcock mentioned that his name was spelt incorrectly but other than that a current record and minutes signed by Chair.

• Matters Arising

Nothing to report.

• Correspondence

All Governors read a letter (Appendix A) received from Year 6 parents, expressing concerns in relation to a number of behaviour incidents recently experienced within the class. Mrs Scourfield asked Ms Lewis what was the response to this letter.

Ms Lewis gave details of the behaviour and issues that have been taking place amongst year 6 children and certain individuals. The children know how to behave and there has been lots of talks to resolve situations, but certain individuals are not taking responsibility for their actions and continue with these behaviours. A letter was sent out to parents informing them of the situation and explaining that if behaviour continued internal exclusion would take place, individual parents have also been spoken to. Issues however continue with other children not enjoying school as their learning experiences are interrupted. With the support of parents raising concerns, all year 6 were involved in a circle time where children were able to talk about issues, how they felt and the way forward. This was very positive and they all agreed to work and support each other. Hoping that there will be improvement this week and at the start of new term. If there is no improvement we will be looking to employ another member of staff to support. Thankful for the suggestion of Parent's help but shouldn't have to rely on parents and also shouldn't really be with their own children in class.

Mrs K. Lewis received positive feedback from her daughter with regards to circle time and advised that there was no problems today in school. All parents are keen to support the school in any way they can.

Mr Wilcock questioned it if would be possible for the individuals to be moved to the mixed year 5/6 class. Ms Lewis advised that this is possible and has been discussed but not something that they want to do right now.

Mrs Scourfield queried who would be employed to support in class, how long this would take and would it be possible for a male presence?

Ms Lewis explained that this could be put in place immediately via supply agency and it could be possible for male support. This is a financial element but moving forward this might be necessary.

Mr Johnson suggested if someone from outside could come in and talk to class. They might engage with someone not associated with the school.

Ms Lewis advised that this is a possibility. We recently had the theatre group in school which children engaged with. Hoping after holiday there will be an improvement and everyone will return with a different attitude.

Mrs Scourfield and the rest of the Governors agreed funding for additional support if behaviour not improved the first week back after half term.

• Headteacher's Report

Ms Lewis welcomed the new governors and also thanked those who have stepped down and moved on, for their contributions over the years. Ms Lewis then talked through her report. Ms Lewis informed the governors of the positive comments the nursery have received online via Penarth Mums. This had also brought to our attention that the nursery was not showing as a catchment nursery on the Vale website. Mrs Duffy, School Administrator, has contacted the Vale and this should be amended as soon as possible.

Ms Lewis explained that currently the nursery is only open in the mornings due to numbers. There will be another intake in January and there will be discussions as to whether the new intake will mix in the morning session or whether there will be an afternoon session again. Currently nursery staff are being used across the school in the afternoons.

Mrs Scourfield questioned whether the inset days on the report are in the weekly newsletter as parents would find this information helpful. Ms Lewis explained that the January inset may change but Clerk to update the newsletter with other dates.

Discussion regarding Y2 and Y3 assessment targets took place. Ms Lewis explained that targets were not met as they were challenging targets which we were directed to set by the LA. However comparison with Wales is very positive and attainment across all areas is either 'in line with' or 'above' Wales outcomes. There is now no benchmarking and more recognition in terms of progress (Value Added) from baseline in Reception to Year 2 and from Year 2 to Year 6. Value Added is excellent for most pupils.

Small discussion regarding exclusions. Mr Wilcock questioned if any of the children causing problems in the current year 6 were included in the exclusion figures from last year. Ms Lewis explained that currently Year 6 pupils have never exhibited behaviour resulting in an exclusion. The figures are for the same 2 children who are no longer in the school. However we will exclude if there is no improvement in year 6.

Ms Lewis advised that the Challenge Advisor was in on Monday. He met with Mrs Kendall, focusing on wellbeing and advised strategies in place were excellent. He met with children who had used the nurture room, some were year 6, and all feedback was very positive.

Ms Lewis explained that a safety inspection of outdoor equipment is currently being arranged. There has been a few accidents mainly in the playground over the past few weeks, such as a child slipping on the matting on the trim trial causing a nasty injury to their leg.

Ms Lewis expressed that all the children are working really hard at the moment, there will be reports from the School Council, Sports Council etc. at the next meeting.

A discussion regarding attendance targets took place. Mr Wilcock advised that targets need to be high. Ms Lewis explained that there are a few offenders who do not come to school and these have been referred to the EWO. EWO have advised they are currently short staffed, but monitoring and referral procedures within school will be maintained.

Junior PCSO project was discussed. Mr Johnson mentioned that he has noticed parents of BearPak children dropping off on the zig zags and that he often has talks with parents regarding their parking. Ms Lewis will talk with BeakPak staff.

Ms Lewis advised that she had met with the Stanwell Headteacher regarding secondary transition and the feeder school situation. Vale Admissions has changed this year as the Vale have now stopped feeder schools. Stanwell are keeping their own admissions. Stanwell's new Headteacher is open to developing with St Cyres Headteacher. Ms Lewis explained she is on the Admission Forum for the Vale so will continue to meet with Stanwell.

• Leadership Committee Report

Ms Lewis and Mr Johnson met before the full Governing Body meeting. Ms Lewis advised there is a small surplus budget at the moment and there have been a few issues with the School Fund bank account. There is a sweep on the account and not enough funds were being transferred to cover cheque payments. However the sweep amount has now been increased and hopefully this issue has now been resolved.

• Other Committee Reports

Standards Committee met in June and targets were discussed. Mrs K. Lewis mentioned that there was a slight worry regarding year 6 meeting their targets. Ms S. Lewis advised that there will be a meeting with staff after half term and talks regarding what can be put in place to help support progress.

• Safeguarding

Nothing to report.

• Governor Training

Nothing to report.

• Teachers' Representative Report

Nothing to report - Mrs James absent.

• Non-teaching Staff Representative's Report

Nothing to report – Mrs Hurlstone absent.

• Health and Safety

Discussed in Headteacher's report.

• GDPR, Data Breach and Cyber Security

Nothing to report.

• School Uniform Guidance/Grants

School Uniform Policy was emailed to all governors before the meeting. Ms Lewis explained that the main point is that the school prospectus must not be gender specific i.e. should be trousers for boys and girls, which our prospectus already states.

• Committee Membership

Discussions took place regarding each committee. Ms Lewis explained that the statutory committees require three governors and meet once every term. There have been discussions in the past regarding possibly meeting more often. It was agreed to continue for now and

discuss again at the next meeting. Each governor selected which committee they would prefer to sit on. Cllr Wilson who was absent from the meeting emailed his request to sit on the Leadership Committee. The other governors who were absent from the meeting were placed on committees selected by the rest of the governors.

Mr Wilcock requested the Clerk to email an up to date list of committee membership to all governors.

• **PTA Report**

Nothing to report.

• **Any Other Business**

Nothing to report.

• **Matters deemed to be confidential for the publication of the minutes**

Nothing to report.

• **Date of next meeting**

29th January 2020

Signed



Chair of Governors

Date:

29/1/2020