

**Minutes of the Governing Body Meeting
held at Fairfield Primary School on Wednesday 27th April 2016**

Present

Ms S. Lewis, Ms C. Maher, Ms Z. Lincoln, Mr J. Dunlop, Mr A. Hanuk, Dr R. Smith, Mrs R. Jowett, Cllr R. Cook, Mrs A. James, Mr N. Gibbs, Ms E. Scourfield.

1. Apologies for Absence

Miss B. Hurlstone, Mrs E. Streets

2. Minutes of the previous meeting

Approved as a correct record.

3. Matters Arising

Agenda Item 3.

Vaughan Gething to be asked to attend the next meeting.

Agenda Item 7

Mrs Landeg had requested clarification from Governor Support Unit regarding publication of the report and minutes bilingually and, according to John Sparks, there is currently no requirement to produce these in Welsh.

4. Correspondence

Mr Dunlop had received a letter re suspension of governors who haven't attended data training and he will be reviewing the situation. Mr Dunlop encouraged governors who had not yet attended this training to book with the Vale of Glamorgan as soon as possible.

5. Headteacher's Report

See Appendix 1

6. Sub Committee Reports/Dates for next meetings

Leadership Committee

- **CONFIDENTIAL ITEM**

Standards committee

- See Appendix 2 for minutes of the last meeting.

There was some discussion regarding the recent articles on the Penarth Daily News site which contained articles detrimental to Fairfield Primary School. Ms Lewis had emailed the link to Mike Glavin and Jennifer Hill expressing concern.

Mrs Landeg was requested to email list of committees and membership to all governors.

7. Governor Training

- Chair of governors was currently undertaking training online.
- Mrs Maher had attended a course the focus of which was recognising children who might be vulnerable to extremism

8. Teachers' Representative's Report

- An overview of the School Council and other pupil committees would be distributed to governors. Thanks to the pupils for their contributions.
- There was some discussion regarding fundraising via ~~just~~ givingpages.
- The school netball, rugby and fencing teams had some very successful results recently and governors felt that it is important to recognise that these successes reflect commitment of staff involved who give their own time to coach the children.

9. Non-teaching Staff Representative's Report

None - Miss Hurlstone was absent from the meeting

10. Health and Safety

This has been covered in the Headteacher's Report

11. PTA Report

- This has been covered in the Headteacher's Report.
- The Chair of the PTA will be invited to attend the Autumn meeting.

12. Any other business

In response to a request from the Chair of Governors, Ms Lewis gave governors information regarding an incident which had happened in school recently. It was noted that it was important to have appropriate policies and procedures in place as the governors had a responsibility and a duty of care to staff. It was agreed that the health and safety policy should be reviewed in the light of this incident.

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

Agenda item 6, Sub-Committee Reports, *Leadership Committee*

14. Date of next meeting

25th May 2016 at 6.00 pm