

**Minutes of the Governing Body meeting held at Fairfield Primary School on
Wednesday 18th October 2017**

Present

Ms S. Lewis, Mr J. Dunlop, Ms E. Scourfield, Mrs A. James, Miss B. Hurlstone, Mrs K. Clarke, Mr J. Wilcock Cllr R. Cook, Ms Z. Lincoln, Mr A. Hanuk, Mr S. Glover, Mrs K. Lewis, Mr C. Johnson and Miss R. Petherick (Student Teacher).

1. Election of Chairperson and Vice Chairperson

Jason Dunlop was elected Chairperson

Akmal Hanuk was elected Vice Chairperson

2. Apologies for absence

Mrs M. Williams

3. Minutes of the Previous Meeting

It was noted that the date of the previous meeting was incorrect on the minutes.
After this amendment they were a correct record

4. Matters Arising

None

5. Correspondence

A booklet had been received with details of Professional Learning Opportunities for Governors. It was established that all governors had received the information by email.

6. Headteachers' Report

See Appendix 1

Discussions were held on the following points: -

Official opening of the nursery, probable in the summer term. Cllr. Cook agreed to contact the Town Clerk for suggestions of a suitable person to open the nursery.

Resources and support for ALN . Ms Lewis gave governors information re assessment and diagnostic procedures.

Staffing issues and budgetary limitations in terms of the recovery plan . Mr Dunlop suggested that Ms Lewis should write to the Vale of Glamorgan formally requesting additional resources and this letter should be copied to the Councillor for Education.

Mr Dunlop expressed his thanks on behalf of the RNLI for the recent fundraising event held at Fairfield.

It was thought that we should encourage the other candidate in the recent Parent Governor Election to engage with the school in other ways and it was suggested that the PTA should approach her.

Mr C. Johnson agreed to be the PTA link governor

7. Leadership Committee Report

The following were discussed: -

- Budget
- Nursery
- Wrap around Care
- Digital provision in school - teaching and learning committee to look at this

8. School Data

Performance data had been distributed to governors. Ms Lewis gave governors an overview of this and answered questions from governors.

9. Wrap around plan

An outline of this proposal had been distributed to governors. After discussion it was agreed that we should proceed with this but should discuss this with Fairfield Out of School Club.

10. Other Committee Reports

Minutes of the Standards Sub-Committee meeting held on Wednesday 14th June 2017 had been distributed to governors.

11. Safeguarding

Mrs Scourfield confirmed that she is happy to carry on as Safeguarding Governor.

12. ALN

This item had been discussed . agenda item 6

13. Governor Training

Nothing to report

14. Teachers' Representative's Report

- Mrs James gave governors information re the dates and times of the Christmas shows and invited governors to attend.
- Mrs James introduced Miss Petherick, student teacher, who will be asking questions of governors regarding their role and how the governing body operates.

15. Non-teaching Staff Representative's Report

- LSAs wanted the Governing Body to note the additional workload on staff due to reduction in support staff.
- The Corporate policy on management of stress had been distributed to governors as requested at the last meeting. It was noted that the revision date was 2005.

16. Health and Safety

Pest Control had to be called to the school recently to deal with a wasps nest.

17. PTA Report

- The AGM had been held recently and new officers elected.
- The PTA provided a 'Café' for refreshments during the recent Health and Wellbeing event.
- A significant amount of money was raised during the last academic year which funded the provision of laptops etc.
- A 'thank you' to Lydia Wilford for her hard work and commitment will be sent on behalf of the governors.
- It was noted that the Small Charity criteria allowed for up to £10000 to be raised.

18. Any other business

- Mr Dunlop and Ms Lewis gave governors an update on the parking situation and information regarding the meeting with Chief Inspector Lisa Gore.
- Mr Dunlop stated that Learning Walks for governors were important and encourage governors to arrange this.
- There was some discussion re governors' involvement in the inspection process
- It was noted that data protection regulations would be changing next year and the governing body should look into this to ensure compliance.

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

None

20. Date of next meeting

Provisional dates for the year will be set and emailed to governors