

Minutes of the Governing Body meeting held at Fairfield Primary School on Wednesday 10th October 2018

Present

Ms S. Lewis, Mr J. Dunlop, Ms E. Scourfield, Cllr M. Wilson, Mrs A. James, Miss B. Hurlstone, Mrs K. Clarke, Mrs M. Williams, Mr S. Glover, Mrs K. Lewis

Short introduction to Cllr M. Wilson from everyone present, including information on how long they have been on the Governing Body.

• Election of Chairperson and Vice Chairperson

Chairperson - Mr J. Dunlop

Vice Chairperson - Ms. Z Lincoln – nominated in her absence.

There was a discussion over the possibility of Mr A. Hanuk becoming Chairperson. Both positions are to be discussed and voted on again at the next meeting.

• Apologies for absence

Ms Z. Lincoln, Mr A. Hanuk, Mr J. Wilcock

• Minutes of the Previous Meeting

A current record.

• Matters Arising

Nothing to report.

• Correspondence

Nothing to report.

• Headteacher's Report

- Ms Lewis began by welcoming Mrs Duffy to her new role as School Administrator. Ms Lewis advised that Mrs Duffy had transition time with Mrs Landeg and is settling into her role well. Mrs Landeg is now enjoying her well-deserved rest and Ms Lewis passed on her thanks to the Governors for Mrs Landeg's good wishes.
- Ms Lewis went through her report giving Governors additional information.
- Noted that the pupil number on roll in Reception is low. Llandough Primary are also low. This could be due to birth rates and hopefully this will increase.
- Nursery still only open in the afternoon. Outside has been developed further but still awaiting items ordered. Need to look to the official opening of the nursery.
- Ms Lewis explained that the Challenge Advisor had been into school today to discuss Targets for Assessment but these are to be revised and finalised. Once completed these will be sent out to the Governors.
- Exclusions were very high last year. Within the Summer Term four were excluded. Ms Lewis advised that one was just an incident, not a behavioural concern and two have now left the school so there should be a reduction.
- Ms Lewis commended the PTA Committee for taking on their new roles and outlined the importance of the PTA to the school. The importance of the PTA to be mentioned in this week's newsletter.

- The recent PTA quiz was discussed. Although it made money (amount to be confirmed) it was not a successful turnout. The PTA are asking parents for ideas and suggestions for future fundraising events. PTA concerned that not all parents are on the PTA Facebook page and are therefore not receiving event information. Mr S. Glover suggested the PTA have an Instagram page to promote PTA events. Ms E. Scourfield will look into this. Ms Lewis agreed to the page as long as it is managed.

• **Leadership Committee Report**

Nothing to report

• **Other Committee Reports**

Short discussion over who is on which Committee. A review of Committees to take place in next meeting.

Clerk has been asked to check and confirm how many unattended meetings before a Governor is deemed retired. An attendance audit of the last couple of meetings to take place. To be reviewed and discussed again at next meeting.

• **Safeguarding**

Nothing to report. Ms E. Scourfield to meet with Ms S. Lewis after half term. Date to be confirmed.

• **ALN**

Mr J. Dunlop raised concerns that ALN provision is not appropriate for the school. He advised that he had challenged the Challenge Advisor and the data that was set - the amount of free school meals, mobility levels and levels of English as first language, ALN is higher and therefore more resources are required. There was some discussion over what could be done. Mrs A. James advised that teachers are doing the best that they can with the resources they have available and explained that other needs such as emotional and social needs may not be met. Ms Lewis explained that this is part of the role of the new Zippy Friends scheme. Mr J. Dunlop suggested writing to Mood Dance for funding for children who need additional assessment - Ms Lewis agreed that more resources are always required as long as they are used effectively. ✓

• **Governor Training**

Nothing to report.

• **Teachers' Representative Report**

Mrs A. James had requested the Pupil Committees to write a report. An overview of the Committees report was given and a copy will be sent out to the Governors.

- Sgwad Cymraeg will be taking on the Welsh Charter. Mrs Convery and Dr Edwards will be leading this. They require a Governor to be involved or agree. The Governing Body formally endorsed and Mr S. Glover agreed to be the link.
- Sports Council have a few ideas this year. Wimblefield will now include Foundation phase. Outdoor speakers and a mud kitchen have been ordered to improve fine motor skills.
- Eco Committee will be focusing on litter, safe parking and try to reduce the amount of plastic in school. Currently looking on how they can reduce the amount of milk bottles in school.
- School Council have helped to raise £300 for RNLI. Mr J. Dunlop sends his thanks.

- Creative Committee has 15 members this year and they are working on different assemblies.

Governors would like to inform all the Committees that they enjoyed hearing their plans and wished them all luck.

• **Non-teaching Staff Representative's Report**

Nothing to report.

• **Health and Safety**

Mentioned in Headteacher's report. Discussion over Health and Safety with regards to staff and certain children. Behaviour Team are involved and Risk Assessment has taken place.

• **PTA Report**

- PTA quiz poorly attended but raised money. Lots of other events to take place during the year. School encouraged to tell the PTA what they want.
- Mr J. Dunlop suggested inviting the Chair of the PTA to attend the first 15 minutes of the next Governing Body meeting. Mrs K. Lewis will inform Mrs S. Barnwell to complete a report for the next meeting.
- Mr J. Dunlop extends his thanks from the Governors to the PTA for their hard work.

• **Any Other Business**

Discussion regarding dangerous driving and parking outside school. Incident took place on Friday 5th October involving a driver not adhering to the unofficial one way system. It was suggested that a letter is sent to the Vale of Glamorgan Council, Mr Vaughan Gethin and the CI of South Wales Police, voicing the schools concerns. Mrs K. Lewis will draft letter.

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

Nothing to report.

• **Date of next meeting**

30th January 2019

Signed  Chair of Governors

Date: 30th January 2019