

**Minutes of the Governing Body meeting held virtually via Microsoft Teams 16th
May 2022**

Present

Ms S. Lewis, Ms E. Scourfield, , Mrs C. Porter, Mrs C. Pearman, Mrs E. Brown, Mr M. Chorley, Ms M. Kendall, Mr N. Beighton, Mr J. Wilcock, Cllr. M. Wilson, Mrs L. Duffy

• Apologies for absence

Mrs A. James, Dr E. Warren, Miss B. Hurlstone

• Minutes of the Previous Meeting

A current record.

• Matters Arising

Nothing to report.

• Correspondence

Ms S. Lewis shared with Governors a letter from the Minister of Education regarding school uniform affordability and guidance. A small discussion regarding school uniform took place. The school does have a uniform policy but understand that there can be issues with costs. Lost property and school uniform donations are available at school and mentioned to new parents during their welcome meeting. We have also recently shared information with parents regarding the PDG grant, which helps with the cost towards school uniform. This is now available for all year groups for families on a low income. Ms E. Scourfield advised that the Tabernacle also have a lot of second hand uniform available and local charity shops, which would be good to mention on the newsletters regularly.

• Leadership Committee Report

Leadership Committee met just before the full Governing Body meeting. Ms S. Lewis reported what was discussed. One member of staff, who was on long-term sick, has now returned on a phased return. They can have up to 4 weeks phased return but are taking longer and doing what they can for now. The other member of staff who is on long term sick will be returning on a phased return after half term.

The period 13 monitoring reports for the budget received today, which shows a carry forward, this will help with setting the new budget for this financial year. Ms S. Lewis will finalise with the committee this week with the support from Finance.

• Other Committee Reports

No other committees have met this term. Ms S. Lewis explained that it has been difficult for Standards Committee to meet due to no targets being set. However, the children are currently undertaking personal assessments online and therefore the committee can meet next term to discuss.

• Headteacher's Report

Ms S. Lewis went through the report in more detail.

There have been a few new children, across different year groups, starting from overseas this term, increasing our admission numbers.

Mrs B. James, our PPA teacher, is now covering the class, whose teacher is currently on long-term sick. A supply is covering the PPA role. The member of staff will be returning after half term on a phased return.

A joint cluster INSET will be held at Fairfield in June. This will be focusing on the new curriculum and looking at assessments. There will be a keynote speaker from Consortium to support and secondary school representatives to look at progression from primary to secondary. Mr J. Wilcock suggested renaming the Standards Committee to Standard and Progression Committee next term in line with the new curriculum.

There have been a couple of racist incidents reported. This has been a child saying something to another child. The child has been spoken to and they said that they did not mean it.

However as it has happened on more than one occasion, it has to be reported to the Vale. This will be monitored and recorded on MyConcern.

Covid guidance has now been removed and we have been advised to treat like any other illness. Still encourage regular hand washing, good hygiene and ventilation. Two cases were reported today from the same class. Movement around the school is back to normal, classes are more together at playtimes and the children are no longer segregated into classes in the canteen. Assemblies are still virtual but they will return to normal after half term.

Mrs C. Porter questioned if there is going to be a new crossing patrol on Wordsworth Avenue as a couple of parents have enquired and the parking is terrible. Mrs M. Kendall advised that although the pavements have been widened to help slow the traffic, this has made it worse as people are now parking on the pavements. Ms S. Lewis informed Governors that they are relying on the work with Sustrans to help and improve the traffic/parking and does not think that there is going to be a replacement. Clerk to email the Vale to enquire.

The pupil voice groups are meeting more regularly and starting to have more input this term. Sports Council have received funding from multisports and have purchased basketball hoops and new playground markings. The PTA will support with any additional funding required for the markings. There will be sports day in June, which is going to be planned in their weekly meetings and parents can attend this year. The Eco-Committee have retained their Platinum status this year. They have been successful in bidding for wooden sleepers and soil, which each class will receive to create raised planters. In the Sustrans Big Wheel and Walk Fairfield finished 20th out of 66 in Wales. Sgwad Cymraeg inform children of the 'Phrase of the Week' each week in assembly and put on the weekly newsletter.

The children are currently undertaking National Numeracy and Reading tests in class, which will be available for parents to view online, showing areas that their child did well and areas that they need additional support with.

Year 6 have recently attended the Crucial Crew event at Pen-Y-Garth and learnt about the emergency services. They have also been selected to appear on a TV programme 'Pigo Dy Drwyn' on S4C, which was previously postponed due to Covid.

The school will be celebrating the Jubilee with a garden party, games and all children are invited to wear red/white/blue or dress up as kings/queens.

Parent's will get the opportunity after half term to come into school and view their children's books. They were unable to do this at the time of Parent's Evenings due to virtual meetings.

All the boilers in school have recently had their annual inspections and the whole school completed a practice fire drill this week. A fire risk assessment will take place in June. There have been a few repairs around the school recently. Storm Eunice caused damage to the KS2 bike shelter that has now been replaced. A few of the soffits around the windows were damaged or blown away during the storm and we are currently awaiting somebody from the Vale to inspect this under our buildings insurance. A few playground repairs have taken place in the foundation phase, such as the matting and the some of the wood that was rotting on the climbing frame.

Year 6 will be attending Stackpole next week. There are additional members of staff attending on this occasion, due to a few of the children with additional needs. Mrs Kendall will also be attending to stay at the residential base in case there are any issues. It has been difficult this term organising staff who are available to attend due to other commitments outside of school. Hoping to possibly book autumn term for next year.

Mrs C. Porter expressed how lovely it was to see the nursery in the Penarth Times. A discussion regarding nursery admission numbers and ways to promote the nursery took place. Governors suggested possibly holding an open afternoon for prospective parents, enquiring at local doctor surgeries if their appointment cards have adverts printed on them, putting up flyers in shop notice boards/playgroups/BearPak and church halls. Cllr M. Wilson would be happy to put flyers in Glyndwr Hall and Ms E. Scourfield would be happy to put a flyer on the Penarth Parents app. Clerk to email them a copy of the flyer. Mrs C. Pearman informed Governors that she was only made aware of Fairfield Nursery when she went to buy uniform at A Class Apart and it would be worth asking them if we could leave some flyers at the shop. Clerk informed Governors that a representative from A Class Apart will be attending the Reception open afternoon next month and will mention this to them.

<ul style="list-style-type: none">• Safeguarding

Nothing to report. Ms S. Lewis will arrange regular meetings next term with Mrs C. Porter.

<ul style="list-style-type: none">• Governor Training
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Nothing to report.

<ul style="list-style-type: none">• Teacher's Representative Report
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Nothing to report – Mrs A. James absent.

<ul style="list-style-type: none">• Non-Teaching Staff Representative's Report

Nothing to report – Ms B. Hurlstone absent.

<ul style="list-style-type: none">• Health and Safety
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Covered in Headteacher's report.

<ul style="list-style-type: none">• GDPR, Data Breach and Cyber Security

Nothing to report.

<ul style="list-style-type: none">• Any other Business

Ms S. Lewis extended her thanks on behalf of all the Governors to Mr J. Wilcock for all his hard work and contributions to the school. Clerk to email the GSU to check that they have received Mr J. Wilcock's resignation and to enquire regarding filling his vacancy from September.

Cllr. M. Wilson will contact Ms S. Lewis soon to arrange a visit to see all the wonderful things that Fairfield have been getting up to. He will also liaise with members of his constituency regarding the patrol crossing on Wordsworth Avenue and possibly arrange Mr Buckley, Penarth Town Mayor, to visit and observe.

<ul style="list-style-type: none">• Matters deemed to be confidential for the publication of the minutes

Nothing to report.

<ul style="list-style-type: none">• Date of next meeting

3rd October 2022

Signed  Chair of Governors

Date: 10 - 10 - 2022