

St Brigid's School	Governors Meeting Minutes
Thursday 9 th July 2015 At 6.30pm	

Chair- Tony Hannigan
Clerk- Mrs S Wheeler

	Attendance	Gov	Apologies/ Absent			Gov	Apologies/A bsent
RJ	Rona Jones	✓		PQ	Paul Quirk	✓	
HO	Heather Owen	✓		TH	Tony Hannigan	✓	
BJ	Barbara Jemmett		✓	CBL	Caroline Barr-Lloyd		✓
Mhe	Markus Hesseling		✓	DM	Darren Millar		✓
GLW	Geraint Lloyd-Williams	✓		SR	Sally Roberts	✓	
KR	Kevin Roberts	✓		TT	Tony Thomas	✓	
DD	Dawn Docx		✓	JB	Head Girl- Jacinta Bollard		✓
JW	Jane Wood	✓		JM	Julian Molloy		✓
MK	Mick Kumwenda	✓		AR	Avril Roberts	✓	
PM	Philip McGreevy	✓		PEJ	Philip Eyton-Jones		✓
Mha	Maria Hammersley		✓				

Issues discussed

- Headteacher's report
- School Improvement plan
- Sub committees
- Policy and procedure
- School improvement plan
- Safeguarding
- DCC/Bishop's single Faith based Provision

Decisions and recommendations made	By whom	When
<p>TH opened the meeting with a prayer.</p> <p>2. Apologies- noted for CBL, BJ, Mhe, DD, DM and Mha. MB has stepped down from the Governing body. Maria has rejoined the Governors, and will be attending next meeting.</p> <p>We also welcomed Heather Owen as the support staff governor- replacing Colleen. Thank you to Colleen. Also welcomed Paul Quirk who is attending tonight's meeting to observe and potentially taking a role as a Governor.</p>		
<p>3. Minutes from last meeting.</p> <p>RJ has sent Whistle-blowing policy by email- no objections. Policy accepted.</p> <p>Outstanding action for Gift Aid letter to be sent out.</p> <p>Action- Gift Aid letter to be sent ASAP.</p> <p>Minutes agreed by JW, seconded by GLW.</p>	RJ, PEJ	ASAP

<p>knowing the teachers. Potentially can link this in with staff training, article on newsletter and the Governors being school in term time/days.</p> <p>Action- RJ to talk to staff about Gov body Action- RJ to look at the category for the link Governor roles and match up Governors to a role. If any objections then this can be discussed via email.</p>	RJ RJ	Training day ASAP
<p>10. Estyn inspection update Unsure when this will happen. New schools have to be inspected within 3 years. RJ is working hard to ensure all policies, documents, procedures are in place and the running of the school is efficient.</p>		
<p>11. Safeguarding update No meeting has taken place due to Mhe current absence. RJ explained an audit takes place each year. There is now joint policy with DCC in place. Child protection training is now going to be web based with a 70% pass rate. Staff to undertake this on training day and Governors can do after this. Action- please see Barry's email re badges/photos</p>	All	ASAP
<p>12. Policies and procedures RJ has sent out <i>reasonable force policy</i> on email prior to meeting. This is a statutory policy. Ratified in meeting tonight. <i>Attendance at work procedure</i> due to sickness at DCC will be put in place. Unions disagreed over the wording of 'capabilities' So DCC have now placed a glossary in the document to further explain this. Ratified in meeting tonight- Action- to review this in a year. <i>Attendance policy-</i> DCC have put in force due to parents having the obligation to school their children. RJ has placed in newsletter re holiday/authorised/not authorised absence from school. If pupils have more than 10 days unauthorised leave then the school will refer to ESW. The school wants to promote good attendance, this is not about penalising parents. Ratified in the meeting tonight.</p>	RJ and Gov body.	July 2016
<p>13. DCC/Bishop's single Faith based Provision No update</p>		
<p>14. AOB Gift aid- finding a project to promote more gift aid is crucial to the ongoing success of this. Parking issues discussed- Concerns raised about lethal consequences to pupils if parents park dangerously- which continues to happen. Action- Property committee are continually discussing options (cones/yellow lines etc) Extra curriculum fees have increased as the costs were not being covered. An increase hasn't happened for many years.</p>	Property committee	Next meeting.

Duration of meeting- 2 hour 45 minutes	Minutes sent to chair and Head- 28/07/2015
Next meeting- 22nd October 2015	