

St Brigid's School	Governors Meeting Minutes
Thursday 23 <sup>rd</sup> March 2017 At 6.30pm	

Chair- Tony Hannigan
Clerk- Mrs S Wheeler

	Attendance	Gov	Apologies/ Absent			Gov	Apologies/ Absent
RJ	Rona Jones	✓		JM	Julian Molloy		✓
HO	Heather Owen		✓	TH	Tony Hannigan	✓	
HM	Hannah McMurray	✓		PQ	Paul Quirk	✓	
Mhe	Markus Hesseling	✓		DM	Darren Millar		✓
GLW	Geraint Lloyd-Williams	✓		SR	Sally Roberts	✓	
KR	Kevin Roberts	✓		TT	Tony Thomas	✓	
DD	Dawn Docx	✓		M	Head Girl	✓	
JW	Jane Wood	✓		JR	Jon Rosser	✓	
MK	Mick Kumwenda		✓	PEJ	Philip Eyton-Jones	✓	
MH	Maria Hammersley		✓	CJ	Catherine Jones	✓	

Issues discussed
<ul style="list-style-type: none"> <li>• School council report</li> <li>• Headteacher's report</li> <li>• Post Inspection Action Plan</li> <li>• Sub committees</li> <li>• Policy and procedures</li> <li>• School uniform</li> <li>• Car Parking</li> </ul>

Decisions and recommendations made	By whom	When
TH opened the meeting with a prayer.		
Apologies given for Darren Millar, Heather Owen, Marie Hammersley		
<b>Minutes from meeting 20<sup>th</sup> October 2016.</b> Minutes had been distributed by email prior to meeting tonight. TH went through the actions points from these minutes. Changes to be made- Foundation Cluster do share good practice and communicate this to staff. Correction 'Inspection Article 50' needs to be changed to 'Section 50'  <b>Action- JW to discuss in Chaplaincy committee to action Sister Liz to undertake Inspection Section 50</b> SR accepted the minutes as a true copy and JW seconded.	JW, chaplaincy committee	ASAP
<b>School council report</b> Head girl Meg attended a meeting today with DDC for Active Transport in Denbighshire (cycling)		

<p>The Two chair persons have attended recent meeting regarding Welsh in Education. They expressed their concern about WAG proposal for teachers to deliver lessons in Welsh language.</p> <p>Ongoing issues with pupils wearing own coats to school. School Council and Prefects reminding pupils to look at the school planner which states the Uniform policy.</p> <p>Mr Bennett as continued lunch time games. Some pupils/classes are now doing Board games at lunch too.</p> <p>Form captains have taken responsibility for lunch time as litter is becoming a big problem. Ks3 eat in the canteen, Ks4 can eat in class rooms.</p> <p>Everyone wished M luck for her upcoming exams.</p> <p>M left after this update (6.50pm)</p>		
<p><b>Head teachers report</b></p> <p>RJ had disturbed her report by email prior to the meeting tonight.</p> <p>She drew attention to the pupil exclusions that have recently taken place.</p> <p>GWE have undertaken the official progress visit (March 15<sup>th</sup>) This will be passed on to DDC then Estyn. Estyn will decide the level of re inspection and arrange a date for this.</p> <p>Of the 7 recommendations 6 have made good progress, with one a work in progress.</p> <p>Primary attendance has been low this year due to Chicken Pox and Norovirus outbreaks.</p>		
<p><b>Sub Committee reports</b></p> <p><b>Admissions</b></p> <p>JW updated. Secondary school admissions have been completed. Plenty of applications (over 50 for 28 places) Currently finalising admissions for Primary. Then will move onto Nursery.</p> <p>Admissions policy for 2018 was accepted tonight.</p> <p><b>Property</b></p> <p>PEJ updated. £8000 CRAMP money has been accepted. Priority is car parking. A traffic study would cost the LA £10,000 which they are unable to fund.</p> <p>PEJ has discussed making the field into a temporary (5 years) car park. Currently plans are being written for this. The process can take 3 months.</p> <p>Toilet block issues have now been sorted. The girls have been moved to the mobile and the boys are in the main building.</p> <p>TT shared concerns about pupils behaviour after lunch (an hour lunch break is given and set times for the canteen)</p> <p><b>Action- Property committee to look at potential for expanding the canteen building.</b></p> <p><b>Curriculum</b></p> <p>Confidential</p> <p><b>Finance</b></p> <p>Barry disturbed budget and minutes prior to the meeting tonight.</p> <p>RJ went through this in the meeting.</p> <p>School meeting termly with DDC due to our licenced overdraft. Predicted will be in Sopliss 2019/2020.</p> <p>Concerns raised about the catering department financial situation. RJ informed that there is a potential to enter the Denbighshire Meal service.</p>	<p>Property committee</p>	<p>Next meeting</p>

<p><b>Action- RJ to research this further and report back in July meeting.</b>  Barry had sent out finance committee minutes for 14<sup>th</sup> October 2016, 10<sup>th</sup> Feb 2017 and 13<sup>th</sup> March. No objections noted from these.  Barry had sent out via email the Budget. This was ratified in tonight's meeting. Although Governors would like it noted that although they are ratifying the budget it is due to having no choice but to do this. The school is underfunded and this means the school has difficult decisions to make with staffing costs.</p> <p>Finance manual- agreed in tonight's meeting.</p> <p><b>Staffing</b>  Confidential</p>	<p>RJ</p>	<p>July 2017</p>
<p><b>Link Governors</b>  Decided in meeting tonight-  JW- Sen, Chapliacy  Mhe- Safeguarding  JR- Literacy  CJ- Primary  KR- Post 16  Mhe- Digital Competency</p>		
<p><b>Safeguarding</b>  Update given on Social services and Well being Act 2014. RJ has attended training on the Act (She will forward to the Governors, via email the Powerpoint sent to her at the training)  Significant change is Child in Need criteria is different now. Every child who is identified as 'needs care and support' will be referred to SSD under CIN. Concerns raised whether SSD can manage the increase of referrals.</p> <p><b>Action- RJ to send Governors Powerpoint presentation</b></p>	<p>RJ</p>	<p>ASAP</p>
<p><b>Policies and procedures</b>  Sent to Governors via email prior to the meeting tonight.  Ratified tonight-  Teachers pay policy  Fire and evacuation plan  Strategic equality plan  Complaints policy  Looked after policy  More able and talented policy  Freedom and information policy  Clean desk, clear screen policy  Data protection policy  CCTV policy  Information security breach policy  Publication scheme  Examination appeals policy  Controlled assessment policy  Examination policy  Education for sustainable development and global citizenship policy</p> <p><b>Action- RJ to send Mhe the Safeguarding policy</b></p>	<p>RJ</p>	<p>ASAP</p>
<p><b>AOB</b></p> <p><b>Digital Competence Framework</b>  Recommended by Donaldson</p>		

Has 4 strands-

Citizenship – which includes: Identity, image and reputation, Health and well-being, Digital rights, licensing and ownership. Online behaviour and cyberbullying.

Interacting and collaborating – which includes: Communication, Collaboration, Storing and sharing.

Producing – which includes: Planning, sourcing and searching, Creating, Evaluating and improving.

Data and computational thinking – which includes: Problem solving and modelling, Data and information literacy.

IT lessons have been increased to 2 hours a week to help support the change. This will start in Sept 2017. Concerns raised about no increase in funding to support the changes. Fundraising events will be focused on ensuring the pupils have the correct equipment.

**Denbighshire Governors day conference**

Takes place on the 5<sup>th</sup> May 2017.

**Online Governors training**

<http://e-learning-governors-in-wales.org.uk/> Details sent from Governor support email.

**Parking**

Concerns raised again that parents and buses continue to block routes in and out of the school and carpark.

Serious health and safety issues with parents continuing to put themselves and children in situations and positions which could result in a fatal incident.

It was agreed tonight that although suggestions of double yellow lines, parking in the field, stagger school end of day times, closing the school gates were given, this was not the correct forum to discuss these in and a working group would be a more productive way forward.

The full Governing body supported this action.

**Action- Kevin, JW and JR to form a working group to discuss traffic management.**

**Uniform**

Since last meeting KR and RJ have sourced a company who have made a mock up for a potential uniform change. This was shown to the Governors tonight.

Approval given from the Governors tonight to speak to Monkhouse tomorrow (they are in school then)

Approval from the Governing body for RJ and KR to continue discussions and another mock up to be made with red piping on the blazer.

Parents completed uniform survey, so to be updated that as a result of the survey results we are reviewing the uniform.

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**Ball**

Taking place on the 24<sup>th</sup> March 2017. Funds raised will be for ICT equipment.

TH thanked TT who is leaving us as Maths teacher. Wished TT luck in his new campaign.

Duration of meeting- 2.5 hours	Minutes sent to chair and head teacher- 24.3.17
Next meeting- 13 <sup>th</sup> July 2017 6.30pm	