

St Brigid's School	Governors Meeting Minutes
Thursday 6 <sup>th</sup> July 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 Hesselung	✓		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

- School council report
- Chairman's report
- Headteacher's report and Post Inspection Action Plan
- Sub committees
- Policy and procedures
- Safeguarding
- Link Governors

Decisions and recommendations made	By whom	When
TH opened the meeting with a prayer.		
Apologies given for Heather Owen, Phillip Eyton Jones, Hannah McMurray, Mick Kumwenda, Head girl.		
<b>School council report</b> RJ gave update. School council is very active and meets regularly. They are raising issues such as toilet door locks not working and pupils not locking doors.		
<b>Chairman report</b> TH attended the Denbighshire Governor Day recently which he found useful. TH has also attended a meeting on the Managing Health Care needs policy.  A discussion took place about ensuring the school is in the Press at other times of the year apart from School exam results. RJ mentioned that Sue Collins would be appropriate for taking on an active role in sharing success stories with the press.		

<p>It was also highlighted that as the school isn't classed as a Faith school this could have an impact on the revised DCC Transport Policy.</p> <p><b>Action- RJ and property committee to explore this.</b></p>	<p>RJ and property</p>	<p>Next meeting</p>
<p><b>Minutes from previous meeting.</b>  Minutes had been distributed by email prior to meeting tonight.  TH went through the actions points from these minutes.</p> <p>KR accepted the minutes as a true copy and GLW seconded.</p>		
<p><b>Head teachers report.</b>  RJ had distributed her report by email prior to the meeting tonight.</p> <p>RJ is taking a very active role within the 3-19 headteachers meetings. There are now 17 up and running 3-19 schools- this has risen from only 6.</p> <p>Gwe has undertaken a review of the school. Strong progress has been made. Primary attendance and the budget were rated as 'good'. This report is sent to the LEA.</p> <p>Due to changes in qualifications this year we will be unable to compare this year's results to previous results. Every school is in the same position and Estyn will take this into account. However it is possible to track the value added for each pupil which will give clear indications on progress throughout a pupil's life in the school.</p> <p>As noted in RJ's report sent out prior to meeting- the pupil exclusion rate is very high this year.  RJ in communication with DCC has implanted a 5 strike contract for these pupils and this policy is there for any further behavioural issues. This rise is in line with other DCC schools.</p>		
<p><b>Sub Committee reports</b></p> <p><b>Admissions</b>  JW gave update. Some pupils are leaving the school, but these spaces are being filled easily.  There are big application numbers for Year 5 again.  There is a 2 day transition induction taking place this week for Sept 2017 year 7 pupils.</p> <p><b>Staffing</b>  Mhe gave update on staff redundancies which the Governing body were supportive of and the school is following the DCC policy to do so. Consultation has closed. This affects 4 members of staff. 2 are currently going through the appeal process.</p> <p><b>Property</b>  KR gave update on parking. PEJ has been liaising with the planning department and is about to put a formal application in for 28 parking spaces in the field across the road.  There are currently 84 parking spaces on site and KR and committee is looking at ensuring these spaces are used effectively.  Car passes will be given to all who needs them- with reg plate details on it. Anyone parking without one will receive a</p>		

<p>letter on the windscreen.  KR is looking at working with the School Liaison officers and the Police.  The safety of the children is paramount and some parents are putting children at risk by dangerous parking.</p> <p><b>Finance</b>  DM gave update.  School meal discussions have been taking place. The school meal price is very low and from September will be now in line with DCC price.  The Catering equipment would benefit from being modernised at some point.  JW enquired about possibly reducing the options of lunch items. Dave undertakes regular surveys with the pupils to ensure they are getting what they want/like from the school meals.  Ongoing discussions regarding the building, equipment and costs.</p> <p><b>Curriculum</b>  RE has been timetabled for 30 minutes extra a week from September. Within ICT the digital framework model is now in place.  Timetable has been set for Sept 2017. RJ teaching hours have increased.  A science teacher has resigned. RJ is seeking an agency Science Specialist.</p>		
<p><b>Safeguarding</b>  Site security needs to be tight. The door code is going to be changed on a regular basis and pupils are being told to not let anyone in the front door. No other safeguarding concerns were raised.</p>		
<p><b>Policies and Procedures</b>  Managing healthcare needs policy ratified in the meeting tonight.  Complaints policy ratified in the meeting tonight.  Unacceptable behaviour by stakeholders policy ratified in the meeting tonight.</p>		
<p><b>Link Governors</b>  JR has completed a learning walk around the school and spoke to members of staff. Prior to tonight's meeting he emailed Governors a pro forma which he is happy to be used by other link Governors.  It is important that the pupils, teachers, parents, and any potential future parents are aware who sits on the Governing body and what their role is.  It was agreed tonight that Governors are invited to attend Staff training day on the 5<sup>th</sup> September at 2pm.  Link Governors are to commit to coming in to school at least once a year to speak to staff, introduce themselves and can utilise the pro forma.  <b>Action- Governors to attend 5<sup>th</sup> Sept.  Governors to email availability to attend school and meet with staff.</b></p>	<p>All Governors</p>	<p>5<sup>th</sup> Sept.  ASAP.</p>
<p><b>AOB</b></p> <p><b>School uniform-</b>  KR gave update to Governors. Monkhouse have matched another supplier with new uniform idea. They have occupied Forrester Sports in Mold, which will be a closer base for parents than Manchester.  Concerns raised about ensuring Monkhouse don't raise</p>		

<p>prices again. There will be a roll out over the next year and the new uniform will fully be in place September 2018.</p> <p>Fun day taking place on the 8<sup>th</sup> July 2017. Please support this occasion.</p> <p>RJ distributed the National Governing Body self-evaluation template prior to the meeting. TH to ensure document is up to date.</p> <p>Congratulations to TT, GLW and CJ on their places within the council.</p> <p>Discussion took place about Band B funding from WAG and DCC. <b>Action- Discussions to takes place with Church in Wales and DCC about where St Brigid's can benefit.</b></p> <p>Thank you was given to all for TH for continued Chair Man responsibility and role. Thank you was given from all to the staff within the school for another successful year.</p>	<p>TH, DM, RJ</p>	<p>Ongoing</p>
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Duration of meeting- 2 hours 20 minutes	Minutes sent to chair- 28/07/2017
Next meeting- October 2017	Corrected- 10.11.17