



Oldcastle Primary School

Inspire ★ Motivate ★ Educate

Mr Jeremy Malessa-Thompson

Headteacher

South Street

Bridgend

CF31 3ED

Telephone: 01656 815790

Email: admin.oldcastleprimary@bridgend.gov.uk



Minutes – Full Governing Body 10.7.19

1. Apologies

- Angela Morelli, Rachel Evans, Barrie Lewis, Jeremy Thompson, Martha Ace

Present

- Ceri Littlewood, Sara Peters, Dave Heyburn, Clare Davies, Jane Hughes, Nerys Sales, Heather Holder, Damian Faulkner, Rachel Evans, Neil Harris.
- The Chair advised all Governors that the Headteacher is unwell and is currently off on sick leave, the Deputyhead teacher is standing in as there is only a week until the end of term and matter will be reviewed at the end of term.

2. To receive and confirm the minutes of the FGB meeting held on 27/3/19 and 28/6/19

For Information	To be Actioned/Response
• Governors reviewed and agreed the minutes.	Agreed by all present.

3. To receive and confirm the minutes of any committee meetings.

For Information	To be Actioned
• Finance 26th June 19 • Curriculum 15th May 19	• Agreed by all present • Agreed by all present

4. Matters Arising

For Information	To be Actioned
• None	

5. To consider governing body vacancies

For Information	To be Actioned
• Jane Hughes – LA Governor, term ends on Nov 23rd 2019.	• LA to be contacted in the Autumn Term to ensure the paperwork is prepared.

6. Report of the Corporate Director - Children

For Information	To be Actioned
• For information only, points 1, 2, 3, 5. • For Action, Point 4.	• Noted • Agreed, the school already does this as it controls its own recruitment.

7. To receive the report of the Headteacher

For Information	To be Actioned
- A full report was provided detailing; Events and Visitors – see report. Staffing Structure – see report. SIP is available in the all drive. - Update on general information - -Yr 3 to Yr 6 all have 1 -1 chromebooks in school. -Google for education has been very successful and the impact in school has been huge -Working parties have been developed for the new curriculum and work is ongoing. -Planning has been adapted for September 19 for LLC, focusing on the new curriculum, this will be reviewed in the new term. -Our marking policy has been updated. -Governors have developed an action plan in relation to the Mental Health Award, this will be reviewed in the Autumn Term. - Discussion was held around the new period budget and the expected underspend, the Deputyhead teacher explained the budget still has some spending to come out, this should update for the next period and will be reviewed in the next term. - An update was provided regarding Data and outcomes, this will be covered in more detail during the Data and target meeting early in September, however Data is as expected. The challenge advisor is visiting next week and the data will be reviewed at this time.	- Discussion was held around the new curriculum and it was suggested the school runs a session on what it means to Governors - agreed to be completed when the new curriculum is agreed. - The same was agreed around the new ALN bill, Miss Hodgson will be asked to present at a governors meeting in the new school year.

8. SEN/ALN Policy Review

For Information	To be Actioned
The policy is due for review however the school feels it is unnecessary at this time and should be reviewed in full with the incoming ALN bill.	Agreed to keep the policy as it stands and review it over the coming year with the new ALN bill.

9. Correspondence brought forward at the discretion of the chair

For Information	To be Actioned
The chair has received one request for unpaid leave from a staff member which has been agreed.	

10. Staffing Update

For Information	To be Actioned
See Confidential section 10	

11. Matters deemed confidential

For Information	To be Actioned
- This section has been moved to the last page.	

12. To approve the dates of the next meetings

For Information	To be Actioned
<u>Autumn</u> September data pack/target setting 18th September 4.30pm Curriculum 25th September 4.30pm Finance 9th October 4.30pm FGB 13th November 4.30pm <u>Spring</u> Curriculum 15th January 4.30pm Finance 29th January 4.30pm FGB 18th March 4.30pm <u>Summer</u> Spare FGB meeting 29th April 4.30pm Curriculum 13th May 4.30pm Finance 10th June 4.30pm FGB 1st July 4.30pm	All dates were agreed by all present.

13. AOB

For Information	To be actioned
The cleaning contract should be reviewed this coming year, we are on a rolling contract with no end date and are required to provide three months' notice to end the contract. It is worth noting that the school is very happy with the current cleaning team. However we should complete	Governors suggested the school carry out a price comparison with other schools, to see if we are getting a fair price. The school should also consider reviewing its cleaning needs to ensure all are covered.

a price comparison. • A tender document will be required to go out to tender, this will be considered in the Autumn Term	
---	--

The minutes are a true reflection of the meeting



David Heyburn (Chair of Governors)



Date

The meeting closed at 6.00pm