

MINUTES FOR THE FIRST MEETING OF THE SCHOOL Y HAY-ON-WYE COUNTY PRIMARY SCHOOL

Minutes of a meeting of the Governing Body of Hay-on-Wye CP School, held virtually on Tuesday 23rd November 2021

Present: G Bingham (Chair), L Howard, M Wright, C Goddard, R Morris (HT), T Stedman (Vice-Chair), J Morgan, H Offord, B Davies, J Griffiths, G Ratcliffe, L Bourke

Clerk: L Llewellyn

1. APOLOGIES

Apologies for absence were received and accepted from: H Offord (joined meeting later 18:31)

2. DECLARATION OF BUSINESS INTERESTS

Chair reminded Governors that Declaration of Business Interest forms need to be completed annually and returned to the clerk ASAP.

3. DELEGATION TO HEADTEACHER

It was resolved to delegate to the head teacher responsibility for the school budget on a day-to-day basis with authorisation to incur expenditure up to the sum of £1000 except for utilities and school trips where the head we seek the approval of the finance committee

4. DELEGATION TO THE CHAIR

This was agreed as correct and will be reviewed annually

5. MINUTES OF LAST MEETING

The minutes of the meeting of the governing body held on Tuesday 29th September 2022 were confirmed and signed by the chair as a correct record.

Amendments noted - G Ratcliffe L Bourke were missing off the attendees and C Goddard was incorrectly written as G Goddard. Clerk to amend

6. MATTERS ARISING

There were no matters arising

7. HEAD TEACHER'S REPORT

HT (RM) reported the following:

- Core visits are now called support visits and challenge advisors are to be called school improvement officers in future. Support visit was completed on Monday 22nd by Gwyn Williams. Gwyn gave positive feedback. He commented that the school was a happy school with a dedicated team. He was particularly impressed the work the school had put into the well-being of the children. HT will forward the report once he has received it. **Gov question: Does the HT believe these visits support all aspects of school life including the management of the school, or do they focus on certain areas?** HT replied that each visit does have a focus but felt fully supported and could seek advice on different matters.

- School Development Plan has been completed and distributed to governors. Still a big focus on well-being. One area that Gwyn suggested improvement in is enriching Cymraeg across the school - how Wales relates to the rest of the world.
- Monitoring activities will focus on numeracy. MW will audit lessons checking that mathematical problem solving is applied across all curriculum subject. RM shared an example of this as Y6 are planning a Victorian tea party and will do a cost comparison between Victorian and modern money
- No child protection issues
- Staff absences have been higher than usual but all due to illness
- Upbeat tutor complimented students on their behaviour and said that she looked forward to coming to Hay school as she gets so much job satisfaction delivering 5 full dance lessons to such responsive children.
- JG has been accepted as an external NQT examiner
- One family has moved back to London meaning that pupil numbers are down to 156, 2 pupils are due to start in January. HT has showed many new prospective parents around the school, and all have seemed impressed with the facility
- HT asked governors if they were able to help with the development of the school website. HT believed that it would be beneficial to revamp the current site to be more dynamic, interactive, and appealing, the forest school and swimming pool should be used to highlight the school's facilities
- Attendance is 92.1% against a target of 96%. Given the current climate this is to be expected
- Premises issues continue. After inspection it was reported that the shutters above the kitchen hatch were not fire compliant plus the side shutters to the storage area were broken. This will be fed back to HOWPs but will no doubt result in another large quote to put right. **Governor question: how satisfied is RM with the service providers attending site, are we aware of how HOWPs manage and test their procurement process?** RM replied that there did seem to be an increase in incidents where third party personnel were coming to site without the correct knowledge or expertise to carry out the different inspections. Governor G Ratcliffe will take this back to Powys County Council.
- Covid is on the increase in the area, especially in Primary schools as high school are seeing the benefit of pupils being vaccinated
- There were no questions for HT but CG offered to help develop the school's website. GB commented that the ongoing problems with building are very frustrating but not a complete surprise as corners have been cut in the fabrication and materials used.

Actions from HT report:

1. HT to send support visit 1 report
2. G Ratcliffe to submit question to PCC regarding the procurement process of HOWPs

8. BUDGET

Summary of budget had been distributed to governors. HT reported that currently the school is in a healthy financial position. Supply that has been used for covering covid absences has not impacted on budget. Generous funding in budget for more outdoor learning provisions. School has plans to purchase outside welly racks for all classes so children can access all outdoor areas by adopting an indoor / outdoor shoe policy. A prospective parent for September 2022 is a qualified Forest school trainer and has offered his help and guidance to develop the outdoor space.

9. FLEXI-SCHOOLING

HT has been approached by a parent who asked whether there would be potential for Hay-on-Wye to offer flexi-schooling as they believe there are many parents in the area who would want this to be offered.

HT explained that his personal view is that because of enforced lockdown and extended periods of home-schooling, parents have a different perspectives / priority on life and may be looking for an alternative way of introducing mainstream education to their children. It could attract more pupils to the school and hopefully they would enjoy the experience and stay at Hay school for their primary education. In future schools may need to be more flexible. HT explained that whilst he thought this could be a good thing the following need to be considered before being actioned:

- What would the parameters be?
- Would flexi-schooling be offered just for foundation phase with the expectation that pupils would be join full time education from Y3

Governor question: How does Flexi – schooling work, do parents choose what days their child would attend school? Would teachers be expected to ‘catch up’ on lessons with the children who are flexi-schooling? HT responded that there would be a need for parity for all and there would be a need for a flexi-school policy. Teachers would not be expected to play catch up. Currently teachers send out termly lesson plans and homework options so flexi-school children could follow the plans on the days they were not in school. HT envisages that flexi schooling would have set days and arrangements would be on a termly basis as there needs to be clear parameters.

Governor question: Whilst I can see the benefits to school numbers, I do have some concerns, is there a Welsh Government Policy in place and should we seek advice from Powys County Council, so we have their support before moving forward with this idea? HT responded that there is no policy and Welsh government leave it up to individual headteachers to decide. HT has contacted relevant people in Powys for support and has received the advice to contact the Education Welfare Officer (EWO) to discuss procedures and what would the consequences on school attendance data be.

Governor commented that offering a flexi school system could encourage those that would otherwise choose to opt out of mainstream education to engage and be a benefit.

Concerns were expressed over continuity and delivering a succession of lesson plans. **Governor question: How would missed lesson instructions be reiterated?** HT replied that

- the systems would have to managed well from the start
- clear parameters/ expectations would need to be in place.

- More information would need to be gathered
- Flexi schooling would only apply to foundation phase
- More research is required

Governor commented that she believes flexi schooling has a place as many parents that she has talked to do have concerns over the welfare of their children attending school 5 days per week which can often result in them feeling extremely tired. Flexi schooling would relieve some of these concerns as children would feel more rested on the days, they were home schooled.

Governor commented that from personal experience she thought that flexi schooling would give these parents that were against mainstream school education an opportunity to engage and enable their children to attend school 2/3 days per week.

(HO joined meeting at 18:31)

Chair advised HT to respond to parent who raised the issue with the following

- Governing bodies are actively looking into implement a flexi schooling policy
- Before deciding, the governing body will ensure the correct framework in place

Actions from discussion:

1. HT to contact Michael Church and arrange visit
2. HT to research subject more and gather more information
3. HT to contact EWO

10. PROCEDURAL / POLICY REVIEW

Health & Safety Policy – **Governor question: Do we need to name the governor with this responsibility and the full Health & Safety committee in the policy?** The policy will be updated with this information.

Action: HT to amend policy

An in-depth discussion followed about the who are the keyholders of the school and whether this responsibility should be outsourced, it was agreed that HT should contact the cluster and voice concerns about the following: -

- personal security of key holders who are called to school in the middle of the night when an alarm goes off, often alerting us to ‘an intruder’
- staff wellbeing and an unfair level of extra responsibility
- negative impact on family life, whereby family members feel unable to relax at home or go away for any amount of time, in case they are called upon to check the school ‘out of office hours’
- the duty of care Powys CC has to all employees
- that the cluster makes its concerns clear to Powys CC

Action: HT to email the cluster heads raising above concerns

11. CORRESPONDENCE

- **Little Stars** – request to install fixed slide on school grounds.
Governors discussed the request in full and the following concerns were raised
 - Would it be installed to the correct Health & Safety standards?
 - Who would be responsible for breakages?
 - Would they expect school pupils not to use it?
 - Would be the school be responsible if a child who attends Little Stars took a tumble?
 - Would the school potentially be liable in the event of an accident?
 - Would there be a conflict of interest?

In conclusion the Governors agreed that the installation of this apparatus was not feasible on school grounds.

Action: HT will inform Little Stars of the Governing bodies' decision

- **Hay festival / Shakespeare Event** – no longer need to discuss, request withdrawn
- **Local Intervention Framework** – HT reported that Hay and the local area is currently categorised as GREEN for Covid-19 transmissions
- HT received a request from parent asking if all staff would be happy for pupils to address them using their first name. **Governor question: What do staff think? HT reported that all staff apart from 1 would object to this.** Governors were happy to go with the opinion of most of the staff and keep the Mr, Mrs, Miss etc

Action: HT will let parent know

12. ANY OTHER BUSINESS

Given that Covid-19 cases are on the rise again, governors agreed to postpone meeting socially until January 2022

Dates of future meetings:

Tuesday 1st February 6pm

Tuesday 22nd March 6pm

Tuesday 10th May 6pm

Tuesday 5th July 6pm

Tuesday 6th July 5.30

Date:	1.2.22
Name:	Gordon Bingham
Signed:	

