



OLCHFASCHOOL GOVERNING BODY
Minutes of the Full Governing Body Meeting
held in the Library at 5.15 pm on Wednesday 20 March 2024

Present	Prof Tariq Butt	Cllr Mary Jones	
	Ms Rosina Colasanto	Mr Matthew Jones	
	Mrs Jennifer Howells	Mr Julian Kennedy	
	Prof Ann John	Mrs Aderinola Omole	
	Mrs Beverley Jones	Mrs Jennifer Raynor	
	Mr Gareth Jones	Mrs Suzi Smith	
	Cllr Jeff Jones	Mr Ian Stewart	
	Apologies	Dr Mahaboob Basha	Mrs Karen Holland
		Cllr Mike Day	Mr Damian Rees
Mr James Ellis		Mrs Hannah Vincent	
In attendance	Mr Matthew Salmon, Deputy Headteacher Mrs Jan Platt, Clerk		

		ACTION
	The Chair welcomed everyone to the meeting.	
FGB23.36	Apologies	
1	Apologies were received and accepted from those named above.	
FGB23.37	Minutes of the last meeting (24 January 2024) and matters arising	
2	<ul style="list-style-type: none">The minutes were agreed to be a true record.Matters arising: Paragraph 3: Mr Kennedy said that the prayer room had been opened in the Drama Hall for Ramadan. There was still the longer term issue of a more bespoke area for a faith/prayer room for everyone which he hoped would be available in the summer term.Paragraph 8 – Sianel Update: In answer to a question Mr Kennedy confirmed that the university referred to was UWTSD: this partnership had been in place for several years.	
FGB23.38	SAB update	
3	The Chair welcomed Max and Ruby.	
3.1	<ul style="list-style-type: none">They reported that the Community Group had been to Ty Olwen over Christmas to deliver stockings and, following the Easter egg appeal, had delivered 600 eggs that day.	

- 3.2
- The **Eco Committee** was in the process of applying for a second green flag: this was a national scheme to encourage the elimination of single use plastics in collaboration with Surfers Against Sewage. The school canteen no longer used single use plastics. A survey about litter in school had been undertaken in iDevelop. The resulting graph enabled efforts to be focused. Welsh Baccalaureate pupils had volunteered 20 hours for picking up litter. New recycling laws would be coming into effect which meant that the school would be fined if waste was not recycled correctly. This message needed to be disseminated widely.
- 3.3
- SAB had met with **Year 7** forms to find out what they would like to see improved in school and to give them a bit more information about what the SAB did. The key issues were recycling, lunchtime facilities, uniform, footwear and PE. Mrs Raynor said that these seemed to be the usual issues which came up. Why was that? Max explained that these were typically issues which Year 7 brought up. As they moved through the school there would be different topics.
- 3.4
- A **Wellbeing Fayre** had taken place on the previous Friday organised and promoted by the wellbeing section of the SAB. This had been extremely busy and they would hope to do something similar each year.
- 3.5
- The **Teaching & Learning** group continued to look into feedback – both class and pupil based. A survey had been sent to pupils to find out which method of feedback they thought most effective. This would be shared with staff and pupils in due course.
- 3.6
- The **EDI Committee** had been integrated into the SAB and were currently planning World Culture Week which would involve quizzes, food and Wear To Share.
- 3.7
- The Chair thanked Max and Ruby for all their hard work. Mr Kennedy said there had been a lovely vibe and a real sense of engagement to the interactions with Year 7. The organisation of the Wellbeing Fayre had also been excellent.
- FGB23.39 Sianel Update**
- 4
- Mrs Bramer updated Governors on how the first year had gone and what would be happening next. Sianel was all about looking at new ways of developing leadership in terms of CPD in schools. External courses were not always

appropriate, so the school, partnered with UWTSD, had put in place a high quality qualification which would benefit both the organisation and the people within it. It would develop an already skilled, experienced and talented workforce, motivate and retain them. The latter was vital in the face of increasing problems of recruitment into the profession. In September 2021 the process had begun with meetings with HE providers to begin to map out a Master's course. Year 1 was constructed and an accreditation application was approved in December 2022. (The course had begun before accreditation because the school had been assured it would happen.) The final assessments were submitted in July 2023 and marked by Mrs Bramer and Mrs Battisson. Certification had taken place in November. There had been 12 sessions, each with an important focus and presented and led by senior staff (details included on Mrs Bramer's slides – attached). All in the cohort had completed the first year and produced 5000 words each which had made impressive reading. Twenty one participants were successful in achieving 30 Master's level credits.

- 4.1 Currently the Year 1 module was running for a new, smaller, cohort of 8-9 people with assignments due in July 2024. Sessions had been reflected upon and improved and Mr Kennedy had taken some over. Mr Kennedy said he had enjoyed the experience and it was a great environment in which to talk to professionals. He was grateful to all the work Mrs Bramer had done.
- 4.2 Mrs Bramer said they were currently planning for a new module built on Year 1 but not requiring completion of Year 1 first. Originally progression was envisaged but that did not seem quite right as it was crucial to be led by what individuals wanted out of the course. As Action Research was key in staff understanding themselves and each other, what they did well and what they needed to do better and it had formed part of performance management for about a decade, they had decided that would be the focus of the new module for first delivery in September 2024. This would support self-evaluation and improvement of the planning process, develop the capacity to engage effectively with learners and result in improved outcomes for pupils.
- 4.3 The Chair thanked Mrs Bramer for her presentation. New Governors would not have been aware of the Sianel

programme so she hoped they had found it interesting. Mr Kennedy said he was keen to extend the opportunity to partner primaries. Nobody had applied the previous year but he was hopeful this might change this year. He was happy to absorb the cost.

4.4 In answer to a question from Mrs Jones, Mrs Bramer confirmed that staff came from a range of subjects and the first cohort had consisted of those who held TLRs and those who did not. Now, Mr Kennedy said, the cohort was aspirational younger staff who wanted to develop professionally. Mrs Omole asked if there was a specific time frame that teachers had to stay after undertaking the programme. Mr Kennedy said there was not but that this upskilled people who were looking to progress in the profession. There were recruitment difficulties in teaching generally at the moment and Sianel enhanced applications.

4.5 Mr G Jones said this was an amazing initiative and he could see how it would feed in to improve learning outcomes and recruitment. Mrs Bramer said that the qualification gained 30 level 7 credits. 180 were needed for a full master's. If everything was held in school it might not be possible at the moment to get the whole qualification but they would keep trying. The credits were, though, transferable to other universities. Although it was only possible to go so far at the moment, it was benefitting the organisation and its staff.

4.6 Mr Stewart said that initially this initiative had been tied in with SDL roles. Would there be time, now the SDL roles would no longer exist, for more active research to be done? Mr Kennedy said that the school was in the middle of curriculum planning at the moment. When that had been completed they would be in a position to see where surplus hours were best utilised.

Prof Butt left the meeting at 6 pm.

4.7 Mrs Raynor thanked Mrs Bramer for the presentation and said she would like to see more analysis of the participants: how long they had been teaching, if it was their first job, details of subject areas, who was being attracted etc. Mr Kennedy said data would be brought to the next meeting.

4.8 The Chair thanked Mrs Bramer for her presentation.

Mrs Bramer left the meeting at 6.10 pm.

JGK

		ACTION
FGB23.40	Reports from Chairs	
5.1	<ul style="list-style-type: none"> • Care, Support & Guidance: As Mr Ellis was not present, the Clerk would send out the draft minutes for Governors' information. 	Clerk
5.2	<ul style="list-style-type: none"> • Teaching and Learning Experiences, 28 February. Mrs Smith said that Jen Thompson had presented on Careers and Work Related Experiences and was working towards achieving the Careers Quality Award. She would also be looking at the new VCSEs and Skills for Life. • She had also presented a literacy poster which Governors had liked but thought needed one or two amendments to make it more public facing before it was put up around the school. A literary focus had been brought into professional development reviews. This had followed some twilight INSET sessions and was ongoing. The focus had been well received by staff. • Mrs Salmon had presented on assessment and responsive teaching and shared the most up to date Teaching & Learning Bulletins. More formal feedback would be gathered on these. She had brought an example of the new Form Tutor report (introduced partly because the WG required three reports to parents across the year) which was about to be rolled out in Key Stage 3. 	
5.3	<p>Premises, Health & Safety, Educational Visits, 6 March:</p> <ul style="list-style-type: none"> • Mrs Howells said that the group had been to view the 3G pitch which was very impressive and was almost fully booked up. • Permission had been given for a trip to Llangrannog. • Mr Roberts had presented the Premises Development Plan. Upgrading the security fence line was not yet complete and the weather had been so bad that it had not been possible to complete the landscaping around the pitch. Mr Kennedy said that there was currently a large body of open water adjacent to the pitch which had not yet been fenced in but this would happen in due course. • In terms of the new changing rooms Mrs Howells said that the cost would be approximately £900k. With the current financial position, Mr Roberts was having to prioritise. Although the school was in a strong position and he could plan for the next three years, some projects had had to be shelved for the moment. Mr Kennedy said that Mr Roberts was exploring the 	

possibility of grant funding but the project would not be something that could be done by September. This obviously had a knock-on effect for the uniform review. He would update Governors in due course. He said that work would be undertaken in the Library over Easter with a series of felt lined booths for Sixth Formers' individual study installed which would also help with acoustic baffling. They were also keen to invest in the Sixth Form Common Room which would help with keeping Sixth Form numbers healthy. Applications this year were high.

- Mrs Howells said there had been a change to waste management law and Governors had agreed to the purchase of new bins.
- In terms of Health & Safety accident forms. It was a more positive outlook than the previous year. Hospitalisations were up but this was mostly due to the current culture. Most incidents were recorded in PE but all PE staff had now been first aid trained.

Ms Colasanto left the meeting at 6.30 pm.

5.4

Finance & Resources, 13 March:

- Mrs Jones said that at the meeting the previous week Governors had received budget information provided by Mr Roberts. He had gone through the background reasons for current over- and under-spends and explained where savings needed to be made – eg the changing rooms. Some amounts were difficult to predict eg exams, utilities. He also explained the work being done to generate income – lettings, catering etc. He had also briefed Governors on the Strategic Plan, year on year trends, seasonal spend and how the budget was being managed.
- There were concerns about the cost of peripatetic music lessons in terms of families who might not, even though the price was good value, be able to afford lessons for their children. This was a complex issue but Governors were keen to re-visit it.
- Governors noted the difficulty in recruiting cover supervisors and the adverse effect this had on the supply budget.
- Generally the outlook for the next year was quite positive and the figures and information Mr Roberts produced had been comprehensive. Mr Kennedy said some difficult decisions may have to be taken now in order to ensure there were no issues further down the

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	road. He was grateful for the exceptional work Mr Roberts did.	
5.5	Mr G Jones asked if the school benefited from sustainability resources. Mr Kennedy explained that there had been a presentation about offsetting energy bills which Simon Roberts would follow up. Unfortunately, the school, as a 1960s build, did not lend itself to being retro-fitted in a green way: for example, the roof was not suitable for solar panels. They would continue to try to identify any resources that might help.	
5.6	Mrs Raynor asked if it was possible to widen access to music as part of good experiences in school. Was it possible to look at equity and barriers to children being able to participate and to provide Governors with this data? Mr Kennedy said this could be looked at.	JGK
Mr Salmon left the meeting at 6.45 pm. Mr Kennedy explained he was attending one of the wellbeing sessions for parents.		
FGB23.41	Headteacher's Report	
6	The Headteacher's Report was, for the most part, self-explanatory. The following points arose in addition:	
6.1	<ul style="list-style-type: none"> The Wellbeing Fayre had been a great success with a large number of charities involved as well as the wellbeing dog. The event had meant that pupils could engage with the providers on their own terms. They had done this in large numbers and the feedback had been extremely positive. 	
6.2	<ul style="list-style-type: none"> In answer to a question regarding promoting voting at 16, Mr Kennedy said that the school did not do this at the moment but that it was something he was keen to set in motion and perhaps run some non-partisan mock elections. 	
6.3	<ul style="list-style-type: none"> International Women's Day had been a very positive event for everyone at school including a Year 11 assembly charting the history of the campaign from women's suffrage through to the present day. 	
6.4	<ul style="list-style-type: none"> St David's Day celebrations had also gone well. The Welsh Department was very strong and he was keen to increase the use of Welsh in school. This year there would be an A Level Welsh class running which was also being offered to pupils from other schools. The first stage of the Siarter Iaith award was in progress and assemblies had been undertaken to promote this. 	

		ACTION
6.5	<ul style="list-style-type: none"> Information about Ramadan had been shared with the pupils in order to raise awareness. 	
6.6	<ul style="list-style-type: none"> The school had hosted the Welsh Blood Service. Take-up from both staff and students had been very good. 	
6.7	<ul style="list-style-type: none"> He thanked Mr Jones for his work as part of the ski trip team. Despite concerns, there had actually been plenty of snow! 	
6.8	<ul style="list-style-type: none"> F1 Award – two teams of pupils including some Sixth Form girls had been successful in the regional finals which had included designing an electric car. 	
6.9	<ul style="list-style-type: none"> Seren students (an all Wales group of the academically highest performing young people) had entered an essay writing competition and two had been selected for the national finals with one winning overall. 	
6.10	<ul style="list-style-type: none"> The remainder of the report concerned Learning Areas. There was a lot going on in all Areas and networks were being built up with other schools. 	
6.11	The Chair asked if a Presentation Evening was being planned. Mr Kennedy said Rob Williams was working on one to take place in the Swansea Arena in September. He would ask him to present to Governors at the meeting in July.	JGK
FGB23.42	Link Governors	
7	The Clerk had circulated an updated list of Link Governors. Mr Kennedy said that the expectations had been outlined in a previous document. Link Governors would engage with the Learning Area, meeting departments, student voice etc. It really depended on how much time people had available to devote to being a Link. He said it would be important to build relationships with the Learning Manager who would invite the Link Governor to come in to discuss a programme and go from there.	JGK
FGB23.43	To note the date of the next meeting of the Full Governing Body	
8	Governors noted that the next meeting of the Full Governing Body would take place on Wednesday 22 May at 5.15 pm in the Library.	

There being no further business, the Chair concluded the meeting at 7.10 pm.