



OLCHFA SCHOOL GOVERNING BODY
 Minutes of the Full Governing Body Meeting
 held in the Library at 5.15 pm on Wednesday 22 May 2024

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

The Chair welcomed everyone and the meeting began at 5.15 pm

		ACTION
FGB23.44	Apologies	
1	Apologies were received and accepted from those named above.	
2	The Chair informed Governors that Mrs Karen Holland, Community Governor, had tendered her resignation via letter. Karen had been a loyal Governor over many years and would be a sad loss. She would write on behalf of the Governing Body thanking her for her contribution. The Chair was aware of three people who were interested in a Community Governor post but asked those present to consider if there was anyone they knew who might wish to put themselves forward.	Chair All
FGB23.45	Minutes of the previous meeting (20 March 2024)	
3.1	<u>Minutes</u> : the minutes were agreed to be a true record.	
3.2	<u>Action points</u> : <ul style="list-style-type: none"> • Paragraph 4.7 - Sianel data: Mr Kennedy said that there was a mix of teachers involved from, eg Maths, Welsh, Computing, D&T and all were of different ages with different amounts of teaching experience. • Paragraph 5.1 – Care, Support & Guidance Committee minutes: the Clerk had circulated the minutes. 	

		ACTION
	<ul style="list-style-type: none"> • Paragraph 5.6 - widening access to music etc: Mr Kennedy said that it would be more reliable to collect data going forward and he would start this in the new term. • Paragraph 6.11 – Presentation Evening: Mr Kennedy said that plans for this were ongoing and more information would be communicated when available. • Paragraph 7 – Link Governors: Mr Kennedy said, now he had spoken to all the staff involved, the Clerk would ask Learning Managers/Assistant Headteachers to contact their Link Governors to get this up and running as soon as possible. 	JK JK Clerk
FGB23.46	SAB Update	
4.1	Max reported that, since the last FGB meeting, they had met as a full SAB for the first time with Mrs Wall, who had been pleased that it was such a diverse and engaged group. They were hoping to improve the regularity of meetings between pupils and staff to improve consistency. The Wellbeing Fayre had been such a huge success that it had been booked in for the next year. Culture Week had gone well. In order to broaden the experience and make it more inclusive next year, younger pupils would prepare a ‘Map of Me’ in Taith sessions which would look at roots and ancestry. The Environment Committee had been discussing the challenges associated with adhering to the new recycling laws but were confident of a solution. Recruitment of Year 12 and Year 7 would take place in the final half term and a conference style of meetings would be encouraged. The Senior Prefect Team had been involved in organising the Year 13 prom which had gone extremely well. They were grateful that it had been allowed to go ahead.	
4.2	The Chair thanked Max for all he and Ruby had done in bringing information to Governors. It was good to know that pupils were so engaged and wanted to put their ideas forward. She wished him good luck in his exams and for the future.	
4.3	Mr Kennedy said that the work the Senior Prefect Team had put into organising the Year 13 Prom was significant. It had been a lovely event and he thanked them for their efforts.	
4.4	Mr Kennedy said he had also had a good session with the SAB discussing Olchfa’s ‘cynefin’ and when there was more time he would bring this back to the FGB.	JK
	As he had an examination the next day, Max left the meeting at 5.30 pm.	

FGB23.47 Reports from Chairs

- 5.1
- **Teaching & Learning Experiences, 8 May 2024:** in Mrs Smith's absence the Chair reported that it had been a very good meeting and Jen Thompson and Rebecca Salmon had presented a wealth of information covering the new reporting expectations and responsive teaching. The Clerk would send out the draft minutes in due course.
- 5.2
- **Finance & Resources, 15 May 2024:** In Mrs Jones's absence, Cllr J Jones reported that the school's **closing financial position** was £1.362m. This was more than the projected surplus of £962k due to late receipt of income from the LA and from lettings, catering etc. The reserve would be used to ensure financial security for the next two years after which there could be problems. The projected reserve for 2024-25 was £940k with a further £30k which was part of the 3G pitch sink fund to replace the carpet in 10 years. The senior team was making difficult staffing decisions now with the future in mind. No redundancies were currently foreseen but staff were not being replaced and SDL time had been reduced. Governors had also looked at **cost centre allocations** and comparisons and agreed the **draft budget**. The **school fund balance**, separate to the main account, stood at c£500k. This was due to be audited the next day. A spend plan had been discussed and would be reviewed in the new academic year along with the audit certificate. The group had also discussed **suppliers over £10k** and approval had been given to continue to use them.
- 5.3
- Mr Kennedy said that on the face of it the surplus looked huge. Based on LA projections, however, in the third year from now the school would go into deficit. A number of schools across many counties were looking at this sort of situation next year. He reiterated that Olchfa received the lowest per capita funding in the county. There could be dire times coming. Mr Stewart said that he was aware that redundancies were happening in other schools and he was grateful that the senior team was making difficult decisions now in order to try to avoid having to go down this route.
- 5.4
- Governors said they were very grateful that Simon Roberts managed the budget so effectively and provided them with such comprehensive information and exceptional forward planning.

FGB23.48 APPROVAL OF BUDGET 2024-2025

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NB: The Clerk had omitted approval of Budget 2024/25 from the agenda for the FGB meeting. The Budget had been approved by the Finance & Resources Committee on 15 May. With the consent of the Chair, she emailed the relevant documentation to the remainder of the Governing Body on 23 May and all responded to approve the budget for 2024/25 (email confirmations retained on file).

FGB23.49 Uniform Consultation Summary

7.1

The Chair pointed out that this concerned the current year and consisted of minor amendments to uniform as had been put out to consultation. Mr Charles had sent out a copy of the Uniform Consultation Group's proposals. He said he had been really pleased with the number of responses from parents, pupils and staff. There were four main items which had gone out to consultation (as below). Governors discussed and agreed the following:

- **Skirts:** Governors agreed the proposal to remove the reference to 10 cm above the knee and to specify that if a pupil chose to wear a skirt then it needed to be worn over black tights.
- **Footwear:** Governors agreed the proposal to allow any smart completely black leather or leather substitute shoe which was suitable for a school environment.
- **Socks and tights:** Governors agreed that all socks and tights should be black. Black socks over black tights would be permitted. Mr Charles would clarify this in his document.
- **Outdoor coats:** Governors agreed that weatherproof coats of any colour be allowed. Logos/emblems should be small. 'Coats' did not include hoodies, tracksuit tops, cardigans etc.

These changes were ratified for September 2024 and clear information and guidelines would be sent out in advance to current and Year 6 pupils and uniform rules reinforced.

7.2

In terms of the additional proposals as a result of feedback:

- **Jewellery:** Governors agreed that the limit of one piercing per ear be removed but studs should be specified rather than sleepers/hoops. All agreed that nose piercings could be allowed from Year 10 upwards and this could be reviewed in due course.

- **Make-up:** Governors agreed that the wording be changed from 'Concealer should be discreet ...' to 'Make-up should be discreet ...'.

Mr Stewart said that the WG guidance stated that pupils needed to **change their socks and shoes after PE** to allow for foot hygiene. Mr Kennedy said that this was something which was easily communicated to pupils and parents but whether or not pupils would actually do it was another matter.

Mr Stewart felt strongly that pupils should be allowed to **dye their hair** whatever colour they wanted in order to express their individuality. Governors discussed this at length but could not agree so it would be brought back to a meeting of the Uniform Group in due course and no change would be implemented in September 2024.

The Chair thanked those who were involved in putting together the survey and was pleased that so many people had responded.

Mrs Vincent left the meeting at 6.25 pm.

FGB23.50 Headteacher's Report

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The Headteacher's report was largely self-explanatory.

- Mr Kennedy said that the document flagged a dip in **attendance** across the term but the overall picture was positive and better than last year. Credit for this was due to Hannah and Andrew as a huge amount of work went into ensuring pupils were in school.
- **World Culture Day** had been excellent and, despite some concerns that the occasion could be used as a platform for wider protest, the pupils had been hugely respectful to each other.
- He highlighted the fact that **catering staff were growing food** in an area near the kitchen which was then cooked and served in the canteen with pupils studying food also involved in the process.
- Year 13 Prom had gone extremely well and everyone who attended had thoroughly enjoyed it. Assuming the Year 11 event went just as well, he would like to make this part of the culture of the school and include an entrepreneurial element - for example selling second

hand prom dresses etc on site, raising some money towards subsidising the cost of a ticket.

- The Spanish exchange had gone well as had the Llangrannog trip. He had visited Llangrannog and found it an impressive facility. Hearing pupils from different backgrounds and staff conversing in Welsh had been a lovely experience.
- He played Governors a clip of Olchfa and Bishop Gore students speaking in Welsh to S4C about what Ramadan meant to them and said that it didn't matter where you came from, it was where you were that mattered.
- Mr Kennedy said that there would, as part of Great Experiences, be an Eisteddfod for Year 7 coming up and he would be delighted if Governors would like to attend.

FGB23.51 Link Governors

9 This had already been covered earlier in the meeting.

FGB23.52 Draft Annual Report to Parents

10 This would be circulated for approval by the Clerk as soon as possible

Cllr Day left the meeting at 6.38 pm

FGB23.53 Date of the next meeting of the Full Governing Body

11 Governors noted that the next meeting would be the AGM on 3 July 2024.

There being no further business, the meeting concluded at 6.40 pm.