



OLCHFA SCHOOL GOVERNING BODY

Minutes of the Full Governing Body Meeting
held in the Library at 5.15 pm on Wednesday 21 May 2025

Present	Dr Mahaboob Basha Prof Ann John Mrs Beverley Jones Mr Gareth Jones Cllr Jeff Jones Cllr Mary Jones Mr Matthew Jones	Mr Julian Kennedy Mrs Hannah Lake Mrs Kathryn Novis Mrs Aderinola Omole Mrs Suzi Smith Mr Ian Stewart Mrs Hannah Vincent
Apologies	Ms Rosina Colasanto Cllr Mike Day Mr James Ellis	Mr Damian Rees Mrs Jennifer Howells
Not present/no apologies	Ms Lynda Westhead	
In attendance	Mr Matthew Salmon, Deputy Headteacher Mrs Jan Platt, Clerk	

The Chair welcomed all present to the meeting. She observed that Governors could see a Pride display board in the room. Olchfa had been the only school to have a stall at the Pride event the previous weekend and she commended the staff and young people who had spent Saturday taking part and said she would be writing to them to express Governors' thanks. The Chair said that Chairs of Governing Bodies across Swansea had attended a meeting in the Library the night before and had been interested in the board. It was a proud moment and demonstrated what an inclusive school Olchfa was. Mrs Novis agreed and commented that the school had looked great the night before, clean and tidy and she was proud to be a Governor here.

		ACTION
FGB24.50	Apologies	
1	Apologies were received and accepted from those named above.	
2	Mr Kennedy mentioned that Mrs Howells was in hospital at the moment. All Governors sent her their best wishes for a speedy recovery.	
FGB24.31	Minutes of the previous meeting – 19 March 2025	
3	The minutes were agreed to be a true record. In terms of the action point on Trips Participation Analysis, this had been presented at the last meeting and the document would continue to be refined. The next stage would be to analyse participation in the great experiences trips this summer.	

FGB24.32 SAB Update

3 There was no SAB update due to Ruby and Mahiba being in the middle of exams. Governors wished them the best of luck.

FGB24.33 Minutes from Committee meetings/Reports from Chairs

4 **Care, Support & Guidance:** as Mr Rees was not present, Mr Kennedy reported that the key thing was that the school was now ready for the launch of its new STF. As Governors were aware, Olchfa had always had a HIU but this was no longer needed. A promising appointment had been made as lead teacher for the STF and he would be expected to share the vision for the new facility in the autumn term. The situation was delicate in that the member of staff working in the current STF had not been appointed to the role. The school was, however, continuing to support her.

5 **Staffing & Personnel:** Cllr M Jones said that Governors had seen the draft minutes. The only thing to add was that an Expressive Arts teacher had been appointed that afternoon and a Welsh teacher on Monday. Mr Kennedy said that he was very pleased with recent appointments.

6 **Finance & Resources:** Mrs Jones said that Governors had, as usual, received very detailed information from Mr Roberts regarding the school's finances. The figures were very healthy with a reserve of just below £1.6m projected at the end of March. Governors had also approved the budget and the strategic plan for the next few years. Mrs Jones said that what had stuck her looking at the data was how the income generated by the school had risen in proportion to other income. Mr Kennedy agreed, saying that the school spent much more than the funding it received. Mr Roberts had a clear plan to bring down the reserve. It was his planning over several years which had ensured stability. Mrs Jones said that, linking with the Care, Support & Guidance Committee, there had been a long discussion about staff wellbeing and the fact that, due to audit requirements, not even money generated by the school could be used for this purpose. Governors had also received the individual cost centre allocations and been apprised of differences between this year and the next. She has asked Mr Roberts how he arrived at the projection figures. A good example had been the cost of training the previous year. That had been lower than expected because a good deal of training was now done in-house. The figures could then be altered for the following years. She said that

the approach Mr Roberts took was awe inspiring. Mr Kennedy said that, through his own efforts and in conjunction with ASCL, Mr Roberts had been speaking to Welsh Government about his idea that the role of School Finance and Business Leaders should have a higher level of professionalism. The WG had agreed to fund an initial 50 training fellowships of FISBL and Mr Roberts would be the public face of the initiative. There were more than 75 applications already. Mr Roberts was interested in helping other schools and passionate about trying to transform the way in which school finances were managed. The Chair asked Mr Kennedy to thank him on behalf of Governors.

JGK

FGB24.34 Headteacher's Report

- 7 Governors had received a copy of the Report which was self-explanatory. Mr Kennedy drew attention to the following:
- 7.1 Mr Kennedy said that, at a previous meeting, Cllr Day had asked him to include some challenges in the Report. Mr Kennedy said that recruitment was pivotal. He was pleased with the appointments recently and recruitment was not a huge problem area for Olchfa at the moment. There were, however, difficulties more generally in recruiting in, for example, Maths and Physics.
- 7.2 As Governors were aware, the school's STF status was changing to SLD. The lead teacher had been appointed and the new STF would open in September. Governors would receive a presentation on the vision for the Unit in the autumn term.
- 7.3 An Estyn Inspection could not be rules out in the not too distant future. Since the last inspection much had changed at the school, on the Governing Body and the inspection framework itself had changed. If Governors thought it appropriate, he could talk to them at the next meeting about the new framework etc. Governors agreed this would be useful especially as many of them had not been Governors at the last inspection.
- 7.4 Attendance: As of Friday 16 May attendance stood at 92.4% compared with 91.5% at the same point in the last academic year. He hoped it would reach 93.5% by the end of the academic year. He paid tribute to Mrs Vincent's team who worked so hard on ensuring pupils attended.
- 7.5 Culture week had been a great opportunity to celebrate the diversity of the Olchfa community.

		ACTION
7.6	Miki and Vanda Kovacevic had taken a boys and a girls team to the National Basketball Finals in Bangor and the teams had come first and second. The tournament had been really enjoyable for all concerned and the school was proud of them.	
7.7	The school's Young Enterprise team had won an award for their flat-pack stadiums and plans were underway to go to Manchester for the Finals.	
7.8	To further support learning about the celebrations of various religious communities Year 7 had visited St Hillary's and had engaged with the story of Jesus' final days and been able to ask questions of Reverend Layfetta Masih. Many of the pupils had asked if it would be possible to visit again.	
7.9	The Maths Challenge had gone well, with many pupils gaining awards. The following week Estyn would publish its thematic review entitled 'Unlocking potential. Insights into improving teaching and leadership in mathematics education' which would feature a case study of good practice undertaken in partnership with families at Olchfa.	
8	The Chair noted that there were many thank-yous to send to staff. Mr Kennedy undertook to draft letters for her signature.	JGK
9	Dr Basha observed that the Business Enterprise award photograph was very powerful with seven nationality backgrounds represented. Mr Kennedy said this was what the school was all about. It didn't even register as a fact with the pupils.	
10	Mr Jones added that the Sixth Form rugby team had placed second in the Urdd competition. Mr Kennedy said the team, including Mr Jones's son Louie, had played really well.	
11	Mrs Vincent said that the CHAT teams had been into primary schools to begin their transition work. The school was very proud of their conduct and leadership and Primary School teachers had commented on how great they were. Mr Kennedy agreed and said that the primary school pupils were already really excited about joining Olchfa.	
FGB24.35	Approval of budget	
12	Governors had seen the budget paperwork and had an update from the Chair of the Finance & Resources Committee. They approved the budget for 2025/2026.	

FGB24.36	To note the date of the next meeting of the Full Governing Body	ACTION
13	Governors noted that the next FGB, the AGM, would take place on 2 July 2025.	
14	There being no further business the Chair concluded the meeting at 5.55 pm	