



OLCHFA SCHOOL GOVERNING BODY

Minutes of the Full Governing Body Meeting
held in the Library at 5.15 pm on Wednesday 19 March 2025

Present	Mr James Ellis Mrs Jennifer Howells 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 Mr Damian Rees Mrs Hannah Vincent Ms Lynda Westhead
Apologies	Dr Mahaboob Basha Ms Rosina Colasanto	Cllr Mike Day
Not present/no apologies	Prof Ann John	
In attendance	Mr Matthew Salmon, Deputy Headteacher Mahiba Hossein, SAB representative Ruby Rowlands, SAB representative Mrs Jan Platt, Clerk	

		ACTION
	The Chair welcomed everyone to the meeting and asked all present to introduce themselves for the benefit of newer Governors.	
FGB24.41	Apologies	
1	Apologies were received and accepted from those named above.	
FGB24.42	SAB Update	
2	Ruby and Mahiba updated Governors on all the work which had taken place since the last meeting. A copy of their presentation is attached . Governors were impressed with what was happening in the SAB and the school community and looked forward to learning more in due course.	
FGB24.43	Minutes of the previous meeting: 20 November 2024	
3	Minutes: the minutes were agreed to be a true record. Action points: Mr Kennedy confirmed that challenges had been included in his Headteacher’s Report.	
FGB24.44	Minutes from Committee meetings/Report from Chairs	
4	Governors had received the draft minutes from the Staffing & Personnel Committee meeting, 29 January 2025. The Chair said this had been a short meeting in order to relay some positive financial news which had been welcomed by Governors.	

5 Mrs Howells reported that the **Premises, Health & Safety, Educational Visits Committee** had approved trips to Cardiff and Llangrannog. Work on toilets and the Sixth Form Common room refurbishment would now go ahead. Governors had agreed that decisions on relocation of the multi-faith room could be made by Mr Kennedy and Mr Roberts. In terms of accidents, there had been no major changes and hospitalisations were mainly due to caution. Mr Kennedy had presented a trip participation analysis to Governors.

6 Mrs Smith reported that the **Teaching and Learning Experiences Committee** had received a presentation on the Curriculum Policy which reflected the school's ethos and vision around Cynefin. This would be shared when the minutes of the meeting were circulated. Jen Thompson had also presented on the 14-16 Learner Entitlement and the Literacy Toolkit which provided a one-stop-shop for good practice. Rebecca Salmon had updated the group on progression, feedback and the new system of reporting to parents which was being well received. She also updated Governors on her role as the lead for teacher training for the cluster through UWTSD. Mrs Smith said a huge amount of invaluable work was being undertaken by Mrs Thompson and Mrs Salmon.

7 Mrs Jones reported that the **Finance & Resources Committee** had received a very positive update on the budget and the school would now be able to move forward with more favourable staffing levels and reinstate projects which had been on hold. The reserve was healthy but the school would be bringing it down cautiously over time. She commended the exceptional level of work undertaken by the Finance Team.

FGB24.45 Financial Update

8 Mr Kennedy said that, as Mrs Jones had mentioned, the financial outlook was now more positive. The school had been able to reinstate some previously held or blocked initiatives, particularly with regard to staffing levels and reintroducing school development leads. Non-teaching time could now be allocated for development work in LAs. He said that difficult decisions had been made the previous year due to the financial situation, with the understanding that these would be revisited if the financial picture improved. Reserves would need to be drawn down to avoid appearing excessively large. Mr Roberts had a clear plan to reinvest in young people, either directly or through the appointment of staff. Mr Kennedy said that Mr Roberts enjoyed sharing best practice and other

	schools were increasingly looking to him to advise and support them.	ACTION
FGB24.46	Trips Participation – Postcode Analysis	
9	Mr Kennedy took Governors through the analysis document. He praised Tracey Bramer for her technical support. This was an emerging field and data would be expanded upon and refined over time. The situation that was emerging, as Governors could see, was that the school was offering a range of trips which appealed to everyone. In answer to a question from Mrs Lake regarding parental feedback, Mr Salmon said that a parental survey had just gone out but it was not specific to individual trips. Mr Jones said it would be useful to ask parents if they thought the range of trips was suitable and maybe request a wish list. Mr Ellis asked if Governors could see the feedback when the survey was complete. Mr Salmon explained that it was a live document and the responses varied from year to year. Mr Ellis said it would be useful to receive data indicating how many pupils never went on trips. There would then be the opportunity for intervention work. Mr Kennedy said that this information would build a holistic picture over time and that not too many conclusions should be reached based on the current data. Cllr Jones said this was a good base on which to build up data.	MDS/JGK
FGB24.47	Headteacher’s Report	
10	Mr Kennedy ran through his Headteacher’s Report. He observed that Cllr Day had asked that it include some current and emerging challenges which the school was facing. These had been included and covered increasing numbers in the Sixth Form, attendance and performance indicators going forward. The remainder of the report was self-explanatory.	
FGB24.48	School Fund Audit Certificate 2023/24	
11	Governors noted that the audit had taken place in November and that they had been presented with a copy of the audit certificate.	
FGB24.49	To note the date of the next meeting of the Full Governing Body	
12	Governors noted that the next meeting would take place on Wednesday 21 May at 5.15 pm.	
13	There being no further business, the Chair thanked all present for attending and the meeting concluded at 6.50 pm.	