



# OLCHFA SCHOOL GOVERNING BODY

Minutes of the Full Governing Body Meeting  
held in the Library at 5.15 pm on Wednesday 20 November 2024

Present	Dr Mahaboob Basha Ms Rosina Colasanto Cllr Mike Day Mrs Jennifer Howells Prof Ann John Mrs Beverley Jones Cllr Jeff Jones Cllr Mary Jones Mr Matthew Jones	Mr Julian Kennedy Mrs Hannah Lake Mrs Kathryn Novis Mrs Aderinola Omole Mr Ian Stewart Mr Damian Rees Mrs Hannah Vincent Ms Lynda Westhead
Associate Pupil Governors	Mahiba Hossein	Ruby Rowlands
Apologies	Mr James Ellis ( <i>arrived late</i> ) Mr Gareth Jones	Mrs Suzi Smith
In attendance	Mr Matthew Salmon, Deputy Headteacher Mrs Jan Platt, Clerk	

		ACTION
<b>FGB24.31</b>	<b>Apologies</b>	
1	Apologies were received and accepted from those named above.	
<b>FGB24.32</b>	<b>Welcome new Parent Governors (addition to agenda)</b>	
2	The Chair welcomed Hannah Lake and Lynda Westhead and asked everyone present to introduce themselves. She also welcomed back Suzi Smith who had been re-elected and informed Governors that Tariq Butt had been unsuccessful in his bid to be re-elected. She would write to thank him for his contribution.	
<b>FGB24.33</b>	<b>Community Governor (addition to agenda)</b>	
3	Dr Basha's Term of Office as a Community Governor was up the next day. He had indicated that he would like to stand again. Governors acknowledged that he had been extremely helpful both to the school and the Governing Body and unanimously voted he continue his role for another four years. He then joined the meeting.	
<b>FGB24.34</b>	<b>Minutes of the previous meeting (Wednesday 18 September 2024)</b>	
4	The minutes were agreed to be a true record. There were no matters arising.	

- FGB24.35 Update from Associate Pupil Governors**
- 5 Governors received an update from Associate Pupil Governors covering changes to the School Advisory Board, the Wellbeing Fayre and the work the various committees were undertaking eg reducing litter, charity support, improving communication and pupil voice versus pupil leadership. Governors were impressed with how much was being done and looked forward to hearing more at the next meeting.
- FGB24.36 Reports from Chairs**
- 6 Governors received updates from the Chairs of Staffing & Personnel, Premises, Health & Safety, Educational Visits, Care, Support & Guidance, Teaching & Learning and Finance & Resources.
- FGB24.37 Headteacher's Report**
- 7 All present had received Mr Kennedy's report in advance. He drew attention to the fact that the AOLE for **Maths, Numeracy and Computing had taken part in an Estyn Thematic Review** that week which had been a positive experience. Mr Kennedy also highlighted that **attendance was improving** and thanked Mr Charles, Mrs Vincent and the team for being instrumental in this. His **vision** was continuing to be embedded across the whole school community. Humanities staff had been **teaching in partner primaries** in order to ensure continuity of curriculum. Sixth Form students had performed the **last post for the recent two minutes' silence**. The school had achieved the **bronze award for Siarter Iaith**. Governors thanked Mr Kennedy for his report, saying it was all very positive. They asked if there were any particular challenges the school was facing that they should be made aware of in future reports. Mr Kennedy said he would bear this in mind for next time.
- FGB24.38 School Development Plan**
- 8 Mr Salmon presented the SDP. He said the three year plan was reviewed on an annual basis (with termly monitoring sessions) and focused on strategic vision, curriculum and the school's key priorities. In answer to a question regarding how Governors could measure the success of the plan, Mr Salmon said that, for example, if the figure for attendance was measured at year end then it was possible to look back at the previous year to see if there had been an improvement. That was the easiest example. Mr Kennedy said that self-evaluation within the school was

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systemic and involved Learning Managers and Middle and Senior leaders. The priorities were also scrutinised at Committee level.

Mrs Vincent left the meeting at 6.27 pm.

- 9 Mr Kennedy said that Helen Burgum, Head of Bishop Gore, was the school's Challenge Adviser and she was reviewing the school at the moment in terms of self-evaluation, peer support and challenge.

Cllr Day left the meeting at 6.29 pm.

**FGB24/39 All Wales Core Data Sets**

- 10 Mr Salmon ran through the Core Data Sets. The information would be fully explored at committee level as there was a great deal of detail included. He had produced a summary for the Full Governing Body. Overall the outcomes across the board were pleasing. The school was continuing to make progress and add value.

Ms Colasanto left the meeting at 6.55 pm

- 11 Mr Salmon said he would circulate the summary so that Governors were able to process the information in a more meaningful way in their own time. If they had any questions, they were free to contact him.

Mr Ellis joined the meeting at 6.56 pm.

- 12 Governors noted that Mr Rees would be providing Safeguarding Training to the Governing Body and Governors from partner primary schools at 5 pm on 15 January 2025.

- 13 Dr Basha said that the presentation evening at the Brangwyn Hall had been a fantastic event for pupils and their parents and he wanted to thank the school for organising it. Mr Kennedy said that all credit for the event was due to Rob Williams

**FGB24.40 Date of the next meeting**

- 14 Governors noted that the next meeting was scheduled to take place on Wednesday 24 January 2025

- 15 There being no further business, the Chair thanked everyone for attending and the meeting concluded at 7.05 pm.