



Olechfa School Governing Body

Minutes of the Premises, Health & Safety, Educational Visits Committee Meeting held on Wednesday 5 February 2025 at 5.15 pm in the Conference Centre

Present Ms Ros Colasanto Cllr Mary Jones
 Mrs Jen Howells Mr Julian Kennedy
 Cllr Jeff Jones Mrs Kathryn Novis
 Mr Matthew Jones Mr Ian Stewart

Apologies Mr Damian Rees

In attendance Mr Simon Roberts, Business and Finance Director
 Mrs Charlotte Nelson and Mr Owen Howell (Welsh Department)
 Mrs Jan Platt, Clerk

		ACTION
PH&SEV.24.16	Apologies	
1	Apologies were received and accepted from Mr Rees.	
PH&SEV.24.17	Trips	
2	Governors received information from Mrs Nelson, Mr Howell and Mr Jones regarding trips below: <ul style="list-style-type: none"> • Cardiff (Year 10) - 27-29 June 2025 • Llangrannog (current Year 7) - September 2025 • London (Year 12) - July 2025 • Andorra (Skiing - Years 9 and 10) - 27 March-4 April 2025 <p>Following discussion, Governors agreed the trips.</p>	
Mrs Nelson and Mr Howell left the meeting at 5.30 pm		
PH&SEV.24.18	Minutes of the meeting held on 9 October 2024 and matters arising	
3	<ul style="list-style-type: none"> • Minutes: the minutes were agreed to be a true record. • Matters arising; paragraph 5 - Roof/Mould: It was noted that the LA would be confirming roof repairs in the next few weeks. If not, Governors would write to express their concerns regarding this ongoing issue. The LA had, however, dealt with the mould. 	
Cllr M Jones left the meeting at 5.40 pm.		
PH&SEV.24.19	Trips Participation Analysis	
4	Mr Kennedy ran through his WIMD (Welsh Index of Multiple Deprivation) analysis of pupil participation in trips which Governors found very interesting. Mr Kennedy said that the analysis showed that the school was offering a suitable range of trips but they would continue to scrutinise what was offered, collect and refine trips analysis data and	

	report back to the committee once a year. A copy of Mr Kennedy's presentation is attached.	
PH&SEV.24.20	Premises Development Plan	
5	Mr Roberts said that, as mentioned earlier, the LA were expected to undertake roof repairs over the summer holidays, along with resolving the South Block water issue (which involved digging a trench from the Swimming Pool to the South Block across the English Yard), and the kitchen heating problem.	
6	There was discussion regarding relocating the multi-faith room and a debate around the provision of ablution facilities. Depending on which option the school decided on, the cost could increase or decrease slightly. Governors were content for Mr Kennedy and Mr Roberts to make the decision on this and approved any necessary increase in costs.	
7	Governors agreed to the proposed work on the upper east boys and girls toilets to the same standards as the previous toilet refurbishment.	
8	Mr Roberts explained that, due to the financial picture not being quite as bad as expected, it was now possible to go ahead with the Sixth Form common room refurbishment. The café would be relocated to the area the toilets currently occupied and this would also expand the space available for students.	
9	Mr Roberts explained that access to the 3G pitch needed to be improved because pupils were not using the path and mud was becoming an issue.	
PH&SEV.24.21	Accident Form Analysis	
10	Governors noted the accident form analysis. Mr Roberts said that there had not been major changes and the increased number of hospitalisations was due, as they were aware, to a more cautious approach being taken. One HS3 form had been submitted the previous day regarding verbal abuse both over the telephone and in person by a parent to a member of staff. This was being dealt with.	
11	Mr Kennedy mentioned that Mr Davey (Head of Health & Wellbeing) was planning a trip to Bath for students to see the sports facilities and undertake other activities. It had not been possible to finalise the paperwork in time for the meeting. Governors agreed that it could be emailed out for a decision in due course.	

There being no further business, the meeting concluded at 7 pm.