

Present: Councillor P Rees - Chair
Mr J Warman
Mrs G Thomas
Mrs C Francis
Miss G Border
Councillor L Jones
Dr K Page
Mrs J Lewis-Normand
Mrs R Reed – Deputy Headteacher
Mr D Cole - Headteacher
Mrs A Powis – Clerk to the Governing Body

Mr J Yeomans
Mr W Curtis
Mrs L Owen
Mr D Evans
Mr G Calder
Mr S John

Welcome to new governors, Dr Page, Mr Calder and Mrs Lewis-Normand.

Best wishes to Mr D Evans, as he is moving to a new role in a different school as from September 2024, he has been a governor at Cefn Saeson for 10 years and we wish him the best.

1. Apologies for Absence

Mr M Protheroe, Mrs J Cotgias, Mrs C Hopkins, Mrs J Lewis.
Governors accept the apologies.

2. School Council / Senedd Report.

Mrs Anderson (Pupil Commissioner) attended the meeting with 2 pupils. Mrs Anderson relayed that recently four pupils were successful in applying for an opportunity to become a member the NPT, Youth Council Advisory Panel. The school wish them every success and hope that they will enjoy their time participating in this exciting opportunity and will find the experience interesting and rewarding.

On Monday 17th June, Mr Cole & Mrs Anderson had the pleasure of attending the Rotary Club of Neath Young People in the Community Awards. It is with much pride to share with governors that Cefn Saeson had 3 remarkable young pupils to receive an award. Two pupils were present in the Governing Body meeting today and spoke about why they received the award.

Pupil 1 relayed she had 14 inches cut off her hair to donate to the Little Princess Trust. She was aware that the financial cost towards a wig was £700, so she raised £1500.

Pupil 2 relayed that he had raised £554 for the British Heart Foundation. He chose to do this to raise awareness in memory of his swimming coach as he is where he is today because of him. The pupil swam 128 lengths

Pupil 3 who was not present at the meeting raised money so that the community in his village had a Christmas Tree.

Governors congratulated the pupils for their inspiring stories and the commitment they had put in to raising the money.

Governors were sent the report which they have read and includes the following;

- Two STEM days had been organised this year for Year 7 & 8.
- Girls in STEM programme had been organised for 3 separate events
- Geography fieldwork has taken place for the following: Cadbury Factory, Dan Yr Ogof, River Illston, DofE

- **More Able and Talented** – Cynefin project, which focusses on the importance of pupil identities within a culturally and ethnically diverse Wales. At the heart of the project is co-construction, co-delivery and learner voice. Pupils have had the opportunity to work with practitioners from across Wales to enhance their learning, such as film makers and arts practitioners who have supported pupils to explore themes, issues and challenges that learners face on a day to day basis. The outcome of the project will be shared across the school and pupils will play a key role in leading this
- **Siarter Iaith Senedd** - The main goal of the Siarter Iaith Senedd is to increase the use of Welsh across the whole school community. Pupils have come together and discussed the importance of incidental Welsh both within and beyond the classroom. This has been achieved by introducing the 'Welsh phrase of the fortnight', which has been monitored by Senedd members and the Welsh Department. At the end of the academic year, the Senedd would like to reward staff and pupils for their efforts of speaking Welsh, and have designed certificates specifically for this. Furthermore, Senedd members have also contributed to this year's Eisteddfod, which again, was very successful and enjoyed by all. Moving forward, the Siarter Iaith Senedd will continue to work towards promoting and encouraging a Welsh ethos here at Cefn Saeson.
- **Eco Senedd & School Community Senedd** - We have been proactive in discussing and resolving eco and community issues in the school.
- **Learning & Teaching** - The Learning and Teaching poster that was designed is now all around the school and before exams was discussed in assembly. The Learning and Teaching have recently paired up with the Siarter Iaith Senedd. It was requested that there wasn't enough Welsh being spoken around the school so to help to improve this the Learning and Teaching Senedd offered to help with ideas. It was discussed about bringing in the Welsh word. Also, that certificates would be given to staff who contribute the most Welsh in lessons nominated by pupils.
- **Attendance & Pastoral Care Senedd** - The attendance Senedd has focused on the attendance boards this term. The boards outside Caredig have been updated and the information has been printed in colour and a larger font. The attendance for pupils falling below target has also been included - this was at the request of the Senedd as they felt it was important that pupils know how close they are to their target and to being able to attend school trips/prom etc. They have also been discussing what they would like to see on their form boards. Each form tutor has been asked to have a form board in their room with information about attendance, form activities etc displayed. Below is an example of how some form tutors have designed their boards with not only attendance data but also achievement points, star of the week and birthday countdown.
- **Well Being Senedd** The Well Being Senedd have designed a Power Point presentation regarding Racism, LGBTQIA and Sexual Harassment and have presented this to the Year 8 and Year 9 pupils at Cefn Saeson. A few of the members have attended the Junior Safeguarding Board which is attended by all the Comprehensives in Neath and Port Talbot. The aim of this is to educate pupils on the topic of Sexual Harassment as from a survey the data was very concerning that Sexual Harassment is happening in our schools at a shocking percentage and young people were complacent saying "it is what it is" and were accepting it. The group is focusing on creating a PSE morning solely for the purpose of tackling the issue of Sexual Harassment - there will be activities, posters, cakes etc. They are preparing to present their idea to SLT for permission to go ahead with their campaign with collapsing the timetable so they are able to educate pupils that Sexual Harassment is wrong and unacceptable

3. Headteacher's Report

Headteacher reported on the following.

The finance committee could not be held today, due to not enough to quorum the meeting. Information regarding a 3-year recovery plan was spoken to with governors. The Head informed governors that the budget that this year the school was going to be worse off.

The Head has been able to seek £100k funding for a pupil to attend Cefn Saeson, if the pupil did not attend here the provision for out of county costs £120k a year. The funding is secured, and we will not lose the money if the pupil moves on. In the last budget monitoring, the budget was £198k deficit. Do governors have any questions?

Governors queried will the school have the £100k every year, and if the money is coming from the local authority are they overpaying?

Does it take current staff away from the school?

What will the provision look like?

The Head replied that the school will have it whilst the pupil is here, and the authority are not overpaying as they would have had to have paid more.

The role supports pupils in this school. If we didn't do it, we would lose staff.

The provision will be like the PIC and Leap to Learn

The school are trying to get pupils back to some normality and back in full time education after Covid. Some pupils are finding it difficult. The school are creating an extra room for some of these pupils to get through this year, which will be Barod and our PIC (pupil inclusion centre), which used to be down the YMCA, will be up in the school from September. There will be 10 pupils who will follow a partial timetable, plus we will still have the nurture provision for year 7.

Governor questioned that he thought the success of the PIC was taking them off site?

The Head replied, it is costing the school £100k to keep the YMCA. It is not as effective whilst off site, it is just the cost of it, we are not funded for it. The PIC this year will be coming up to school and we are also involved in something else on an alternative programme. The local authority are paying for the room in the YMCA this year.

The Head relayed that the school have moved away from a separate summer uniform this year. There was an issue with the uniform, and the school talk to pupils in the Senedd group. The school are looking at an appropriate length for shorts, we are hoping that we can come up with a solution, and look when there is hot weather. There was a day during the term, it was predicted to be hot weather, but it was fine around the school. We have temperature gauges in every room, and it was manageable. A few parents are sending the children in with shorts, we appreciate people telling us it is warm, but we are letting you know that as a school we know where we are. We are reluctant to move away from not wearing full school uniform. We have a very good PE dept to work with the pupils and SENEDD. If it's hot in September pupils will wear normal uniform.

Governors question that they do hear things from outside of school, some pupils are in jumpers and blazers. It was also asked why the school removed the grey polo shirt.

The Head replied that they do not have to wear their blazers in the summer. There is no summer school uniform. If pupils cannot afford the blazers, we can look at that as a school.

A staff governor commented that the school have given out 40 blazers so far this year to pupils.

Governors say communication is key if it is coming direct from the school.

The Head relayed to governors that there have been complaints from residents with regards to the pitches and fields. We have gone through a long process with the authority and them. This week we have received a new complaint regarding the height of the pitches and the proximity of the school. We have sent the letter onto the local authority as it is with them that did the planning. The school were not involved with the planning.

A governor mentioned that the neighbours have paid for an engineer report and there is an ongoing issue about the lights. A lot of it is a matter for the authority. It was dismissed by the Ombudsman and the planning had gone through correct.

The Governing body have no power to do anything about it. As a governing body we have no power, if there is parking in the street this was a police matter. They need to take it to the authority; we can do nothing about it.

The Head was concerned about bad press on Facebook and social media, and he would like to reiterate that we do not get involved as a school. We will have good exam results, we do incredibly well and 3 of our year groups are full. There is a complaints process which we can deal with.

The Chair noted the staff take time and care about the school. It is a caring school, and he admires the staff for the support they give the children.

The Head relayed the school is going back to 1 lunch break, at the moment we are getting all the pupils through. We have separated the pupils, and it has run well over the last couple of weeks. All serveries are open in the canteen.

A Governor mentioned that pupils do not like change, but they will get used to it and it is just time for them. Seem to be more members of staff being able to do clubs.

A Governor mentioned over the last few months a few vacancies had come out, there are concerns why we have a large turnover of staff, and are the school happy with the level of teachers?

The Head replied that we do get a number of support staff with a high turnover, as they just move on. Teaching staff, some have taken voluntary redundancy, and we have staff that have naturally left, hence why we have taken on new staff.

The school have supported a couple of teachers but overall, we are very happy as a school with our staff.

4. Safeguarding Report

The Head asked if there were any questions on the report.

A governor asked what the 70 was for 'other' on the safeguarding report, and with the categories are we consistent with other schools in the area?

The Head replied that as a school we look at every single issue with a child, and every one of them gets signed off. The Head said the school can check with other schools in the area if they have the same categories.

5. Health and Safety Report

Nothing to discuss

6. Attendance report

Covered in the PIAP

7. PIAP Estyn update

Mrs Reed took the lead and read the report to governors, and they also had a copy.

The GSIC Summer Report 2024 is attached to these minutes.

It was noted that staff have worked incredibly hard and worked above and beyond. The school has made positive progress. The first term was a crucial part for us, we had to come together as staff and we now know ESTYN were right, teachers from all levels took ownership for themselves. It was important for us, which informed us off our drive moving forward. Instead of writing an action plan we made it a live document.

A governor questioned what are Estyn looking for? apart from teaching how do staff feel about it.

Staff governors replied with the following.

- She had been a Head of dept for 10 years, but when Estyn came in, she could not prove it to them. Now she has put the Quality Assurance in, she has all the evidence of where the school are. It has been hard to manage and lots of middle leaders have got on board and we have seen the value in it.
- It has been a useful process, we were doing them before and its now like a reset, we are in a better position moving forward. As middle leaders we felt we were not given enough time. But then we were given QA lessons which did cost but it has helped us.

The Head relayed the way pupils are taught now is different. The last 10 years we have not been out of our indicators.

The Head went through the attendance data and gave governors a spreadsheet.

He relayed that Neath Port Talbot is the most challenged out of the 22 authorities. In March he was concerned, however, the school were not challenged for attendance we were challenged on our processes with Estyn. Our attendance improved very quickly and now another 2 schools have caught us up. The school will be giving a PS5 out for the pupil with the most improved attendance.

A governor asked do we know how many pupils there are for most improved.

The Head replied there are around 35 pupils.

The head relayed the school may look at changing study leave for next Year 11. He spoke about attendance, FSM pupils got left behind and spoke about individual targets for pupils. He is happy with attendance, but the school could improve more. The school have now

appointed an attendance officer, they have changed a role who was a teaching assistant and he is going to be attendance officer and they will be there to look at anomalies. For those that have turned up to attendance panels have improved their attendance. Clear focus and looking at all the numbers.

A governor mentioned, you were going to look at measuring numbers above 60% and they were not looked at?

The Head replied that we need to look at that again. We have asked every child to improve. WAG have changed attendance to 95%. There is still more to do, we haven't made the targets we wanted to, but we are working on it.

8. To Receive and confirm the minutes of the following meetings

- I) Full Governing Body Minutes – 21st March 2024
Governors accept the Full Governing Body Minutes
- II) Finance Committee Minutes – 21st March 2024
Governors accept the Finance Governing Body Minutes
- III) GSIC Spring Report R1 and R3
Governors accept the GSIC Spring Report R1 and R3

9. Correspondence received

Correspondence received and sent to Governors as below.

SLCN survey, emailed to Governors 21.5.24

Governors New Resource, emailed to Governors 21.5.24

Introduction to On Line safety course, emailed to Governors 25.6.24

Chair of Governors Mandatory training (30.4.24), emailed to Chair 26.4.24

Governor Training Staff Wellbeing, emailed 14.5.24

10. AOB

Date and time of next meetings

Annual Governing Body Meeting – Thursday, 19th September 2024 at 4.00 pm

Finance Committee Meeting – Thursday 24th October 2024 at 3.00 pm

Full Governing Body Meeting – Thursday 24th October 2024 at 3.00 pm

The dates above could change, the Clerk will inform you if there are any changes

The Head would like to thank the Governing Body and mentioned that the school feel very supported. We know we are accountable to you, much appreciated.

A Governor mentioned that the DoE pupils were very well behaved and excellent.

Meeting ended at
17.45 pm

Enc – PIAP Report

Chair of Governors Signature

Councillor P Rees

