

## COPNOR PRIMARY SCHOOL

Minutes of a meeting of the **Governing Board** held at Copnor Primary School on **Tuesday 19 September 2017** commencing at **5.00pm**

### **Present:**

Peter Stokes – Co-opted Governors  
Elaine Cowley  
Toby Simmonds  
Mo Williams  
Barry Fanning  
Lauren Findlay  
Angela Wall  
Lynn McBeth

Rachel Stewart – Parent Governors  
Wayne Frampton

Darran Cowell – Staff Governor  
Douglas Brawley – Headteacher

Sara Petipher – Associate Members  
Tracey Pinkney

**Also in attendance:** John Stock (Clerk)

### **ACTION**

**52. Apologies for Absence** accepted from Pam Paice (Co-opted Governor), Lynne Stagg (LA Governor) and Allyson Roberts (Associate Member)

**53. Declarations of Interest** - none

### **54. Election of Chair 2017/18**

The Clerk requested any nominations. Peter Stokes was proposed and seconded and there being no other nominations, it was unanimously **AGREED** that Peter Stokes be appointed Chair of the Governing Body for 2017/18.

**(NB; Peter Stokes in the chair)**

### **55. Election of Vice Chair 2017/18**

The nomination of Lauren Findlay was proposed and seconded and it was unanimously **AGREED** that Lauren Findlay be appointed Vice Chair of the Governing Body for 2017/18.

**56. Appointments – Criteria**

Before the appointment procedure for Committees and Link Governors, the Board members were asked to consider serving where their professional expertise and subject matter interest would be of most use.

As in previous years, the following criteria were used:

- All Governors should sit on at least one of the three main Committees
- No Governor should sit on all three
- Each Committee should comprise a majority of non-staff Governors
- No Governor should sit on both the Headteacher Performance Review Committee and the Pay Committee.

Using the criteria set out above, the Board proceeded to make appointments to Committees and to Link Governor Roles

**57. Appointment of Committees for 2017/18**

The following appointments were **AGREED**:

- **Finance, Buildings & Personnel Committee**
  - Pam Paice
  - Peter Stokes
  - Lynn McBeth
  - Toby Simmonds
  - Wayne Frampton
  - Elaine Cowley
  - Tracey Pinkney
  - Douglas Brawley
  
- **Curriculum Committee**
  - Elaine Cowley
  - Lynne Stagg
  - Lynn McBeth
  - Mo Williams
  - Lauren Findlay
  - Barry Fanning
  - Darran Cowell
  - Allyson Roberts
  - Sara Petipher
  
- **Standards Committee**
  - Peter Stokes
  - Mo Williams
  - Lynne Stagg
  - Lauren Findlay
  - Rachel Stewart
  - Angela Wall
  - Sara Petipher
  - Douglas Brawley
  
- **Headteacher Performance Review Committee**
  - Peter Stokes
  - Lauren Findlay
  - Pam Paice
  
- **Pay Committee**
  - Lynne Stagg
  - Toby Simmonds
  - Rachel Stewart
  
- **Appeals (Pay, Staffing & Complaints)**
  - Ad hoc appointments as required

**58. Appointment of Link Governors 2017/18**

The following appointments were **AGREED**:

- **Safeguarding, Child Protection & Inclusion**  
Lauren Findlay
- **English**  
Mo Williams
- **Maths**  
Peter Stokes
- **Health & Safety**  
Toby Simmonds
- **Special Educational Needs**  
Rachel Stewart
- **Training Liaison Governor**  
Elaine Cowley
- **Governors' Forum**  
Lynne Stagg plus other Governor(s) on an ad hoc basis
- **Pupil Premium**  
Lynne Stagg

**59. Minutes – 20 July 2017**

**AGREED** that the minutes of the meeting held on 20 July 2017 be confirmed and signed by the Chair as a correct record.

**60. Matters Arising from the Minutes**

- **Minute No. 44/17 – School Crossing Patrol** – Post to be advertised in the near future.
- **Minute No. 47/17 – Governance Review** – Request for a review made to the Local Authority – a response was awaited.

**61. DHT and AHT's Progress Reports**

- **The DHT** reported that she was the lead officer concerned with provision for the more able pupil, one of the priorities in the School Improvement Plan.

The appropriate children had been identified and there was continued support for all staff following the initial staff meeting. There would be a continuous review of pupil progress with the needs tailored to the individual.

With regard to achievement of “greater depth”, the aim was for a percentage rise every year.

**Q.** – Was the proposal for any particular Year Group or for the whole school?

**A.** – It was a whole school function and there would be continuing monitoring of pupil interaction in the classroom.

**Q.** – What plans were there for the involvement of parents of the more able child?

**A.** – This would be carried out individually at parents’ evenings.

**Q.** – When would the school be able to report back to governors on the success or otherwise of the strategy?

**A.** – It was hoped that evidence of improvement would be seen in more outstanding lessons and feedback from staff that the school was dealing with the priority in the right way.

Arrangements could be made for governors to attend More Able Work Scrutiny sessions to see progress for themselves.

- **Darran Cowell** advised that he was no longer the lead officer for English and that Maeve Novak was working hard with her team for school improvement. A new spelling programme had been introduced this term

His main priority was now with the disadvantaged pupils, the other main aim in the School Improvement Plan. Currently work scrutiny and staff coaching was in progress. There had been success in diminishing the difference in the previous year and it was planned to continue this improvement in 2017/18. Pre teaching which had started part way through the previous school year was again in operation.

- **Barry Fanning** advised that he was working as part of the new Maths Leader’s group on the plans for disadvantaged and more able pupils.

His main role was now in relation to Teaching & Learning and CPD, a report on which would be submitted to the next meeting. Full support was being given to NQT’s both of whom were doing very well. CPD was also being carried out with the newly appointed Year Leaders.

## 62. Copnor Primary School – Vision for the next phase of development

The Headteacher commenced by showing what were considered to be the advantages to an all-through primary school following the successful amalgamation. The main aim was for consistency and continuity across all functions of the school and the majority of the aims had been achieved and were working well.

The specific targets remained the same dealing with the disadvantaged and more able pupils and it would now be about fine tuning to deliver successful outcomes.

The school was strongly “good” at the recent Ofsted but to get to “outstanding” required a different mind-set. It required everyone, pupils, staff and governors to work to the same vision. Basically this included quality teaching, curriculum, assessment, CPD and excellent leadership.

The implications for the Governing Board include spending less time on the hard data and more time on the outcomes and actions. The governors were in favour of organised walkabouts in the company of a member of staff to see how the school operated before taking any strategic decisions in committee or at the Board.

Following the requested governance review, it would be necessary to revisit the Vision Statement and the Teaching & Learning Policy. Organised visits by small numbers of governors with SLT members would give a better understanding and enable the Board to give more detailed consideration to the way forward.

The Headteacher was thanked for his presentation and it was **AGREED** that it was now for each of the committees to set their own vision for the way forward.

### **63. Academy Status**

Further meetings were to be held with representatives of Hamwic and Chichester University but the Board was under no obligation to make an urgent decision. The school still required supportive challenge and access to CPD. Other options might become available and these should be considered before any final decision was made.

### **64. Events & Celebrations**

- Congratulations to be given to Dawn Lever for the excellent wall murals in the entrance to the school.
- 23 September (10.00-12.00) Reading
- 27 September (9.00am) Reception/KS1 Importance of Reading
- 5 October – Year 3 Sleepover
- 9 October – Bikeability – cycle training with Year 5
- 17 October – Scottish Ceildh
- 21 November – Heartbeats CPR Assembly

**ACTION**

**65. Review of School Policies**

**AGREED** that Angela Wall to produce a list of those policies which had not yet been reviewed and if necessary arrangements be made for a number of governors to carry out the review from 4.00pm on 14 November before the next Board meeting.

**66. Date of Next Meeting** – Tuesday 14 November 2017 at 5.00pm

The meeting concluded at **7.05pm**

Chair