

## COPNOR PRIMARY SCHOOL

Minutes of a meeting of the **Governing Board** held at Copnor Primary School on **Tuesday 7 March 2017** commencing at **4.30pm**

### **Present:**

Peter Stokes – Co-opted Governor (In the chair)

Lauren Findlay – Co-opted Governors

Angela Wall

Toby Simmonds

Lynn McBeth

Elaine Cowley

Pam Paice

Rachel Stewart – Parent Governors

Wayne Frampton

Lynne Stagg – LA Governor

Douglas Brawley - Headteacher

Sara Petipher – Associate Members

Allyson Roberts

**Also in attendance:** John Stock (Clerk) and Sally Walker

### **ACTION**

**11. Apologies for Absence** accepted from Darran Cowell (Staff Governor), Luann Newell and Barry Fanning (Co-opted Governors) and Tracey Pinkney (Associate Member)

**12. Declarations of Interest** - none

**13. Safeguarding**

Sally Walker made a presentation to governors as part of their safeguarding training with the following main points:

- The various incident forms and documents were explained including the Inter-agency referral form which had been promulgated by the school.
- The Portsmouth City Council Four Tier system was explained
- Reductions in PCC staff had meant that more work was placed on individual schools
- Copnor Primary School was a member of the Central Portsmouth Multi-Agency Team
- A walking bus had improved school attendance
- Parenting classes organised by the school were proving to be very successful.

- Governors were advised of the many reasons for action under safeguarding and the staff and agencies dealing with those situations

#### 14. Introduction of Head Boy and Head Girl

Harry S and Saffy R were introduced to the Governing Board and answered questions from governors on their roles in the school.

#### 15. Minutes – 17 January 2017

**AGREED** that the minutes of the meeting held on 17 January 2017 be confirmed and signed by the Chair as a correct record

#### 16. Committee Reports

The minutes of the following committee meetings were noted:

- Standards Committee – 18 January 2017
- Curriculum Committee – 24 January 2017
- Finance, Buildings & Personnel Committee – 31 January 2017

#### 17. School Financial Value Standard (SFVS)

**AGREED** that the completed SFVS as recommended by the Finance, Buildings & Personnel Committee be approved and signed by the Chair for submission to the Local Authority, subject to a report on the “spot-check” being carried out by a governor representative on the school inventory.

(**NB:** Inventory Spot Check carried out by Pam Paice (Co-opted Governor) on 8 March. Checks were made on two computers and one laptop and all found to be present and in the correct place)

#### 18. Progress Updates – DHT and AHT

- **The Deputy HT** reported on the following activities since the previous meeting:

**Chair/  
Bursar**

- A whole school work scrutiny had been carried out which resulted in the need to stretch the more able children
- Staff were now operating a revised lesson planning regime with emphasis on mastery learning intentions for the more able and greater depth intentions for all other pupils.
- Year teams now had a whole day per half term off site for discussions on planning more exciting lessons
- Moderation had taken place with several other schools
- Pre-teach meaning an 8am start for pupil premium children was now extended to all Year Groups except Reception.
- The “think big” mindset growth involved the whole school every half term – A meeting with parents was arranged for 27 March at 6.00pm and governors were invited to attend.
- Angel Wall reported on a Wave 3 Reading Course which involved 1-2-1 reading and writing which had proved very successful and consideration was being given to extending the scheme to additional children
- **The AHT (SEN)** reported on the following main points since her recent return from maternity leave
  - Better use was now being made of the limited time available to school from the Educational Psychologist
  - TA training in attachment had been organised
  - All TA performance management was up to date
  - SEN data was in the course of being updated.

All gobs

HT

## 19. Headteacher Report

The Headteacher Report had been circulated to all governors well in advance of the meeting.

In response to questions from the Board, the Headteacher confirmed that intervention was not limited to Year 6 but considered as an when necessary. It was school policy to reduce the use of intervention but rather place more emphasis on work in the classroom.

The Headteacher was thanked for a full and informative report.

## 20. Academy Status

**AGREED** that a special meeting of the Governing Board be held on Monday 27 March 2017 at 5.00pm to consider to which Multi Academy Trust application would be made for membership.

Clerk

## 21. Events & Celebrations

- Report on a very successful World Book Day with various activities occurring throughout the day
- Easter function being organised by the PTA – 5 April

**ACTION**

In connection with the latter item above, it was **AGREED** to invite the PTA representatives to the next Governing Board on 25 May 2017.

**HT**

**22. Date of Next Meeting** – Thursday 25 May 2017 at 5.00pm

The meeting concluded at **6.25pm**

Chair