

## COPNOR PRIMARY SCHOOL

Minutes of a meeting of the **Governing Board** held at Copnor Primary School on **Tuesday 15 March 2016** commencing at **5.00pm**.

### **Present:**

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

Lauren Findlay – Co-opted Governors

Lynn McBeth

Pam Paice

Angela Wall

Toby Simmonds

Mark Lush

Rachel Stewart – Parent Governors

Wayne Frampton

Lynne Stagg – LA Governor

Douglas Brawley – Headteacher

Sara Petipher – Associate Members

Tracey Pinkney

Allyson Roberts

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

### **ACTION**

**17. Apologies for Absence** accepted from Darran Cowell (Staff Governor), Barry Fanning and Elaine Cowley (Co-opted Governors)

**18. Declarations of Interest** – none

**19. Minutes – 2 February 2016**

**AGREED** that the minutes of the meeting held on 2 February 2016 be confirmed and signed by the Chair as a correct record, subject in Minute No. 11/16 to the date of the Academy Road Show being amended to Wednesday 20 April.

**20. Committee Reports**

The minutes of the following committees were noted:

- Standards Committee – 25 February 2016
- Curriculum Committee – 1 March 2016

## 21. Deputy and Assistant Headteachers' Updates

- **English**

In the absence of the Head of English, the Deputy Headteacher updated governors with the following main points:

- ALNS Work Scrutiny where the English Department met with Year 5 and 6 teachers and shared books from Years 5, 6, 7 and 8. This was very positive with regard to consistency of marking and the children's understanding and presentation in books.
- World Book Day when most children dressed up and every child was read with. Over eighty parents and volunteers helped to achieve this. Reading with every child every week had produced a positive effect.
- Visit of Guy Bass to KS2 pupils who engaged with the author in a very successful day
- Visit from HIAS (Caroline Pitts) who considered the writing outcomes for Years 2 and 6 were sound and the evidence matched the interim framework

- **Special Needs**

Allyson Roberts circulated examples of Learning Journals being used for a sample of SEN children across the school from Years 1-6. This was the method being employed at Copnor to measure independent progress. At a recent SENCO cluster meeting, great interest had been shown in the system by the other schools.

It was understood that there was to be a local area inspection including the Care Quality Commission of SEND children to see how they are identified and how effective were the outcomes. It was not known if or when this would happen but individual schools would be given two days' notice.

**Q.** – Were the children themselves able to comment in the journals?

**A.** – The journals were designed for comments to be included from all three parties: the teachers; the parents; and the pupils.

Ideally this system would be employed for all SEN children, but it was very time consuming and was a good way to measure progress. Pupils without a learning journal received the same attention from staff.

- **Deputy Headteacher**

Sara Petipher reported on the ALNS pupil leadership scheme entitled "The Edge" which had been discussed at a recent meeting and it was hoped to extend across all four schools in the Copnor Cluster.

In the scheme pupils were awarded certificates for different levels of leadership skills. The proposal for Copnor Primary would be based on British Values and be looking for five key skills – empathy – contribution – problem solving – confidence - Various awards were proposed from Bronze to Platinum to cover such matters as help around the classroom and for Year 6 pupils, work in the community.

**ACTION**

**Q.** – Would leadership activities from outside school be included?

**A.** – Evidence of such leadership skills would be included in the award scheme at the school.

The Senior Leadership Team were thanked for their informative update and the work and proposals were fully supported by the Governing Board

**22. Headteacher Report**

A full report from the Headteacher had been circulated well in advance of the meeting.

The Governors noted the report and discussed in some detail the security of the school following the ongoing works particularly at the boundaries. It was **AGREED** that Lauren Findlay, Toby Simmonds, and Lynn McBeth accompany the Site Manager on a walkabout with particular reference to safeguarding issues and to report back to the next meeting of the Finance, Buildings & Personnel Committee on 26 April.

**Lauren/  
Toby/Lynn**

**23. Governing Body Membership**

The Governors noted the resignation of Christine Firkins and were asked to give consideration to a possible replacement Co-opted Governor.

**All Govs**

**24. Governor Training**

The Training Liaison Governor advised that on-line training with “the Key” was now available to all governors and staff. Lauren would arrange for the necessary access and the Clerk was asked to provide a list of all appropriate Email addresses.

**Clerk**

There had been a 50% response to return of the Training Needs Survey and those governors who had not yet responded would be reminded

**Lauren/  
Clerk**

**25. School Events**

The Headteacher reported on the charitable efforts being made by all Year Groups to raise money for a particular ward at the hospital where a Year 1 child was seriously ill. The school would be participating the “Wear a Hat Day” on 24 March.

**26. Date of Next Meeting** – Thursday 12 May 2016 at 5.00pm when the agenda would include the following items:

- Academy Status – Report from Road Show
- Budget 2016/17

The meeting concluded at **6.35pm**

Chair