

COPNOR PRIMARY SCHOOL

Minutes of a meeting of the **Governing Board** held at Copnor Primary School on **Thursday 14 July 2016** commencing at **5.00pm**.

Present:

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

Elaine Cowley – Co-opted Governors

Lauren Findlay

Pam Paice

Angela Wall

Toby Simmonds

Barry Fanning

Mark Lush

Rachel Stewart – Parent Governors

Wayne Frampton

Lynne Stagg – LA Governor (until 6.30pm)

Darran Cowell – Staff Governor

Douglas Brawley – Headteacher

Sara Petipher – Associate Member

Also in attendance: John Stock (Clerk)

42. Apologies for Absence accepted from Lynn McBeth and Luann Newell (C-opted Governors), Allyson Roberts and Tracey Pinkney (Associate Members)

43. Declarations of Interest – none

44. Minutes – 12 May 2016

AGREED that the minutes of the meeting held on 12 May 2016 be confirmed and signed by the Chair as a correct record.

45. Matter Arising from the Minutes

- **Minute No. 36 – Parents' Code of Conduct**

As agreed at the previous meeting, a letter with a code of conduct had been circulated to all parents.

Since then, there had been a serious incident of fighting between parents in school and following a meeting of the governors' Complaints Panel, one parent had been banned from school permanently and two others on a temporary basis.

ACTION

ACTION

The Governing Board expressed their concern regarding such incidents and the increasing number of abuse issues from parents to the office staff.

It was the duty of the Governing Body and the school to safeguard pupils and this included the prevention of such incidents being witnessed by the children.

Full support was given to the display of a Zero Tolerance poster in the office foyer regarding unacceptable behaviour. It was also **AGREED** that a letter be sent to all parents from the Governing Body strongly advising that any further incidents would be dealt with action taken to curtail such behaviour.

Chair

The Governors also wished the School Uniform policy to be strictly enforced but parents who might be finding it difficult to purchase the correct uniform be informed that they can contact the school for help in this matter.

HT

The Governing Board were responsible for the safety of children and staff and every effort would be made to provide a safe environment.

46. Committee Reports

The minutes of the following committee meetings were noted:

- Finance, Buildings & Personnel Committee – 13 June 2016
- Curriculum Committee – 14 June 2016
- Standards Committee – 28 June 2016

47. Calendar of Meetings 2016/17

AGREED that the draft calendar of meetings as submitted be approved

Clerk**48. Governor Training**

A copy of the PCC training programme for 2016/17 had been circulated to all governors. They were encouraged to attend appropriate sessions and to advise the Training Liaison Governor (TLG) (Lauren Findlay) accordingly.

All Govs

The TLG was in contact with The Key to ensure that all governors have access to their documentation and training aids.

Lauren Findlay**49. Headteacher Report**

The Governing Board considered the Headteacher Report which had been circulated in advance of the meeting

The report was noted after the following questions from governors:

Q. – In view of the high level of persistent absences, would the Headteacher report in more detail to the next meeting in September with a view to a possible reduction?

A. – The main problem was concerned with taking pupils out of school for holidays during term time which had been affected by the recent court ruling in the Isle of Wight case.

Q. – Was there sufficient support available for the incoming NQT's.

A. – The plan for 2016/17 was for the Leadership Team to provide the necessary support and monitoring for all new staff.

50. Progress and Attainment Results

➤ Attainment

The Headteacher reported on the results for each Key Stage, with particular emphasis on Key Stage 2 where the results had been particularly poor.

- Year R was generally in line with national average including a good level of improvement
- Year 1 had good results in Phonics
- Year 2 Phonics were in line with the national average

There was currently no national data for Key Stage 1 but the following levels were obtained but could not yet be compared nationally:

- Reading – 74%
- Writing – 74%
- Maths – 78%

The Key Stage 2 results could not be compared with previous years but only with the reported national averages

With regard to Maths, the curriculum was fundamentally right with regard to skills mastery and there had been good expectations during the year. However the results had been poor.

Q. – What did the Headteacher consider to be the main reason for the poor results?

A. – The biggest problem had been the quality of teaching in Year 6, compounded by the school deploying its stronger teachers to sets designed to get exceeding results, not realising the exclusive emphasis on expected..

Q. – Had not the booster groups been sufficient to improve attainment?

A.- There had been twice weekly booster groups but had been insufficient to help the situation.

ACTION

Q. – Why could action not have been taken earlier in the year if the school was aware of the poor quality of teaching?

A. – Two members of staff in particular were the problem, one of whom had been a surprise and one had not passed her performance management.

The Governing Body wished it to be recorded that they shared the concerns of the Headteacher with regard to the poor results. Having been fully informed of the situation by the Headteacher, the governors considered that the curriculum was interesting and meaningful and right going forward with the possibility of slight tweaking.

The system had worked in other Year Groups across the school and the main priority of the Senior Leadership Team was quality first teaching in 2016/17.

➤ **Progress**

Over the past year, the Reading culture of the school had totally changed with every child reading every week.

The final report to governors would record strengths and weaknesses in each area with issues recorded for action in 2016/17.

As recommended by the Standards Committee, it was **AGREED** that governors be given the opportunity to witness the monitoring sessions of the work books by the Senior Leadership Team.

HT/SLT

Q. – Was there a need for earlier tracking of progress?

A. – An analysis was carried out each half term to check that progress was on track.

The interim report on progress was noted and it was **AGREED** that further consideration and an action plan be on the agenda for the September meeting.

HT/Clerk

51. Events and Celebrations

The following were reported:

- Successful Awards Ceremony – 11 July
- Good transition workshops with ALNS
- Summer Fair had raised approximately £800
- A Year 5 pupil at the school had been successful as Reader of the Year in Portsmouth schools
- Gents v Ladies Netball in aid of charity had resulted in a narrow victory of the men 24-6 !
- Lauren Findlay advised that Copnor Primary School was one of only two schools classed as Asthma Friendly
- Two choirs had participated in the Portsmouth Music Festival

ACTION**52. Academy Status**

Discussion meetings had now been held with ALNS and with Hamwick.

The Governing Board requested that a presentation be requested from the University of Chichester before a special meeting of the Board before Christmas 2016 to consider the way forward.

HT

In the meantime, Staff Governors would be visiting appropriate academy schools and the non-staff governors would be arranging to talk to governors at the same schools.

53. Copnor Road Traffic

AGREED that Lynn McBeth be authorised to write to the Local Authority regarding the dangers of crossing Copnor Road, even with the existing pelican, in view of the speed of the traffic. The possibility of speed humps or a reduction in the speed limit to be put to the City Council.

**Lynn
McBeth**

54. Date of Next Meeting – Tuesday 13 September 2016 at 5.00pm to be followed by a visit to the Gandhi Restaurant for a curry.

Clerk/Chair

The meeting concluded at **7.25pm**

Chair