

COPNOR PRIMARY SCHOOL

Minutes of a meeting of the **Governing Board** held at Copnor Primary School on **Thursday 12 May 2016** commencing at **4.00pm**.

Present:

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

Lauren Findlay – Co-opted Governors

Lynn McBeth

Pam Paice

Angela Wall

Toby Simmonds

Elaine Cowley

Barry Fanning

Rachel Stewart – Parent Governors

Wayne Frampton

Douglas Brawley – Headteacher

Darran Cowell – Staff Governor

Sara Petipher – Associate Members

Tracey Pinkney

Allyson Roberts

Also in attendance: John Stock (Clerk) and Luann Newell (Prospective Co-opted Governor)

	ACTION
27. Apologies for Absence accepted from Lynne Stagg (LA Governor) and Mark Lush (Co-opted Governor)	
28. Declarations of Interest – none	
29. Governing Body Membership	
AGREED that Luann Newell be appointed as a Co-opted Governor for the four year period ending May 2020.	
30. Minutes – 15 March 2016	
AGREED that the minutes of the meeting held on 15 March 2016 be confirmed and signed by the Chair as a correct record.	
31. Committee Report	
The minutes of the meeting of the Finance, Buildings & Personnel Committee were noted.	

32. Budget 2016/17

AGREED that the draft budget as recommended by the Finance, Buildings & Personnel Committee be approved.

33. Deputy & Assistant Headteachers' Updates

- **Deputy Headteacher**

Sara Petipher circulated the draft School Curriculum Map for 2016/17. Currently each topic would last a whole term but it was now proposed to make the topics half-termly. The proposed topics included many from the current year and each Year Group would have History, Science and Geography led topics with a fourth group comprising child friendly subjects.

The aim was to engage the children from the beginning of a topic and particular visits would be arranged to boost interest in the subject. The outcome would probably include a presentation to parents.

- **Special Needs**

Allyson Roberts circulated the current SEND breakdown showing the main areas of need and services involved in each Year Group.

There had been a good reduction in the number of external exclusions compared to the previous year with just two since October 2015 half term. Internal exclusions were applied in school when pupils would be designated to work with the Deputy or Assistant Headteachers.

In response to a question the higher number of SEN boys compared to girls, it was explained that this was a normal pattern across the City but at Copnor, they had been identified and extra help provided.

- **Maths**

Barry Fanning reported that following a recent moderation by Karen O'Connor from PCC, good progress was noted but further work needed to be done on the learning journey. Emphasis was being placed on this aspect in Year 6 for the remainder of the current year.

The use of Inspire Books in Year 1 based on Singapore Maths had proved successful but further discussions were necessary in the Senior Leadership Team to ensure it continued in line with the approved curriculum

Transition work with ALNS with that school's Maths and English teachers working with Copnor Years 5 & 6 books. This was proving successful with the ALNS Year 7 maths curriculum being adjusted based on the progress shown in Copnor.

- **English**

Darran Cowell referred to the recent PCC moderations which indicated that the standard of writing in Year 6 was good with the staff judgements being accurate. However in both Year 2 and Year 6 it was important for the more able children to be further challenged.

The Spelling Bee was very successful and once again Year 3 had beaten Year 4. The competition between Years 5 and 6 was the following week. The Bug Club was now available for children to access at home and was very popular.

The transition arrangements with ALNS were working well and all children were invited to attend, whichever secondary school they would be attending in September. The sessions were designed to prepare children for Key Stage 3.

34. **Academy Status**

There was still uncertainty regarding compulsory transfer to academy status following the recent Government change of policy, as it was possible for schools in under-performing local authorities to be forced to change.

Following the recent discussions with Steve Labeledz regarding their change to an academy with Trafalgar School, it was possible for Copnor to be the only primary school in that group. The advantage would be that it was a vertical set up with pupils from age 4 to 16. One disadvantage was that it would be difficult to share CPD.

An alternative would be a primary trust such as Hamwick Academy Trust who had already signed up Gatcombe Park and Westover Schools.

It was considered appropriate to investigate further with the primary trust and it was **AGREED** that the Headteacher approach the Hamwick Trust requesting dates when they could meet with the Governing Board.

HT

35. **Draft Calendar of Meetings 2016/17**

The draft calendar was circulated and governors were requested to consider any necessary changes before a final decision was made at the July meeting.

All Govs

36. **Parents' Code of Conduct**

The Governing Board considered a draft letter to parents asking them to adhere to the code of conduct in the immediate vicinity of the school when collecting or delivering children.

AGREED that the letter incorporating the code of conduct be circulated to all parents.

HT

ACTION**37. Staff Absence Insurance**

Following the decision of the local authority not to continue with Staff Absence Insurance after August 2016, the Bursar had obtained three quotes. However, it was likely that the local authority would now be getting insurance companies to sign up to In-Tend to make it easier for schools to better comparison quotes.

No action was therefore necessary at this time and quotes would be obtained in due course.

Bursar**38. Governor Training**

AGREED that the Training Liaison Governor (Lauren Findlay) circulate to the Governing Board, details of all training available.

Lauren Findlay**39. School Events**

9 June – Sports Day

17 June – Summer Fair

30 June – Portsmouth Music Festival

30 June – Paralympic Torch for Rio Games Visit (60 children from Years 5 & 6)

18 July – Year 6 Performance

Date to be notified – Male v Female Netball in aid of Macmillan Cancer

Barry Fanning**40. Ofsted and Governing Boards**

The Headteacher reported on a recent HMI inspection at another school which had revealed the level of knowledge expected of governors.

Although governors were not to be involved in the day to day management of the school, they were responsible for strategic decisions. It was therefore necessary to be aware of actions being taken by the staff to comply with the agreed strategies.

All governors were encouraged to come into school more often to sit in classes for brief periods and to get to make themselves known to staff. Arrangements were also to be made for a display of governors' photographs in the school foyer

All Govs**41. Date of Next Meeting – Thursday 14 July 2016 at 5.00pm**

The meeting concluded at **5.30pm**.

Chair