

COPNOR PRIMARY SCHOOL

Minutes of a meeting of the **Governing Board** held at Copnor Primary School on **Tuesday 8 November 2016** commencing at **5.00pm**

Present:

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

Lauren Findlay – Co-opted Governors

Angela Wall

Toby Simmonds

Lynn McBeth

Luann Newell

Elaine Cowley

Rachel Stewart – Parent Governor

Darran Cowell – Staff Governor

Douglas Brawley – Headteacher

Sara Petipher – Associate Members

Tracey Pinkney

Also in attendance: John Stock (Clerk)

ACTION

Before the commencement of the meeting and at the proposal of the Curriculum Committee, the five NQT's were introduced to the Governors.

68. Apologies for Absence accepted from Pam Paice, Barry Fanning (Co-opted Governors) and Lynne Stagg (LA Governor). The Chair also reported the resignation of Mark Lush (Co-opted Governor)

69. Declarations of Interest - none

70. Minutes – 13 September 2016

AGREED that the minutes of the meeting held on 13 September 2016 be confirmed and signed by the Chair as a correct record.

71. Matters Arising from the Minutes

Minute No. 59/16 – Committee Appointments – Elaine Cowley resigned her membership of the Standards Committee.

Minute No. 60/16 – Link Governors – Elaine Cowley to replace Lauren Findlay as Training Liaison Governor, with Lauren taking on the role of Inclusions Link Governor with additional responsibility for Safeguarding.

Minute No. 65/16 – School New Building- Official Opening – AGREED that arrangements be made for pupils to cut the ribbon at a ceremony on Friday 6 January 2017 at 2.00pm

HT

72. Committee Reports

The minutes of the following committees were noted:

- Curriculum Committee – 4 October 2016
- Finance, Buildings & Personnel Committee – 11 October 2016
- Standards Committee – 18 October 2016

73. Budget 2016/17 Review

AGREED that the revised budget for 2016/17 as recommended by the Finance, Buildings & Personnel Committee be approved.

74. DHT and AHT's Progress Reports

The following main activities were reported to the Governors for information:

- DHT and Rochelle McEwan monitoring practical provision for SEN pupils providing targets and support plans
- Checking the appropriate level of challenge particularly for more able pupils
- Curriculum Inset on Foundation Subjects arranged for 11 November and Governors invited to attend
- Darran Cowell working with the new Head of English for a smooth transition including pupil conferencing and a learning walk
- A revised handwriting appendix added to the policy
- Reading continuing every day for all pupils
- Barry Fanning coaching both in and out of class for the NQT's

75. Headteacher Report

The Governing Board considered the HT report which had been circulated in advance of the meeting.

The following points were raised by Governors:

- The necessity to keep on top of persistent absences which were above the national average
- The record of late arrivals at school to be included in future HT reports
- Governors were advised that there was no marked increase in the number of SEN/Statemented children

HT

HT

- School Head Boy and Head Girl and their deputies to be invited to the January meeting of the Governing Board.

HT

The Headteacher report was noted with satisfaction

76. Academy Status

Prior to this meeting, the Governing Board had received a presentation from the University of Chichester Academy Trust. This meant that information had been given to governors from three different Trusts.

It was now considered necessary to arrange a special additional meeting of the Board to consider the options open to governors regarding academy status.

AGREED that a special meeting be arranged for Tuesday 6 December 2016 at 4.00pm and governors were requested to visit the websites of the three Trusts and come to the meeting with any outstanding questions.

All Govs

77. Ofsted Inspection

Governors were advised that the main points they would need to consider before any inspection included the following:

- Knowing the strengths and weakness of the school and what actions were being taken to improve
- Be aware of the data and explain what was being done as a result
- What involvement governors had with the school and input into the SEF
- Self Review of the strengths and weaknesses of the Governing Board
- Performance management of the staff and HT
- Safeguarding
- Pupil Premium and Sports Premium
- The school in the community

78. Events – Christmas Period

- 5 December – Carol singing in Guildhall Square
- 6 & 7 December – Year R Nativity
- 7 December – Carols in the playground from 5.30pm
- 8 December – Staff Panto at 3.30pm and 6.00pm
- 12 December – Year 4 Xmas Production

79. Date of Next Meeting – Tuesday 17 January 2017 at 5.00pm

ACTION

80. Headteacher Performance Review (Confidential)

The result of the Headteacher Performance Review is set out in an attached confidential appendix to these minutes and the recommendation of the Panel was unanimously **AGREED**.

Chair

The meeting concluded at **7.15pm**

Chair