

COPNOR PRIMARY SCHOOL

Minutes of a meeting of the **Governing Board** held at Copnor Primary School on **Tuesday 13 September 2016** commencing at **5.00pm**

Present:

Peter Stokes – Co-opted Governors

Lauren Findlay

Pam Paice

Angela Wall

Toby Simmonds

Barry Fanning

Mark Lush

Lynn McBeth

Luann Newell

Rachel Stewart – Parent Governors

Wayne Frampton

Lynne Stagg – LA Governor

Darran Cowell – Staff Governor (until 6.00pm_

Douglas Bawley – Headteacher

Sara Petipher – Associate Members

Tracey Pinkney

Also in attendance: John Stock (Clerk)

ACTION

55. Apologies for Absence - accepted from Elaine Cowley (Co-opted Governor)

56. Declarations of Interest - none

57. Election of Chair 2016/17

The Clerk requested any nominations. Peter Stokes was proposed and seconded and there being no other nominations, it was unanimously **AGREED** that Peter Stokes be appointed Chair of the Governing Board for 2016/17.

(NB: Peter Stokes in the chair)

58. Election of Vice Chair 2016/17

The nomination of Elaine Cowley was proposed and seconded and it was unanimously **AGREED** that Elaine Cowley be appointed Vice Chair of the Governing Board for 2016/17.

59. Appointment of Committees for 2016/17

The following appointments were **AGREED**:

- **Finance, Buildings & Personnel Committee**
 - Pam Paice
 - Peter Stokes
 - Lynn McBeth
 - Toby Simmonds
 - Wayne Frampton
 - Tracey Pinkney
 - Mark Lush
 - Douglas Brawley

- **Curriculum Committee**
 - Elaine Cowley
 - Luann Newell
 - Lynne Stagg
 - Lynn McBeth
 - Barry Fanning
 - Darran Cowell
 - Allyson Roberts
 - Sara Petipher

- **Standards Committee**
 - Peter Stokes
 - Elaine Cowley
 - Lynne Stagg
 - Lauren Findlay
 - Rachel Stewart
 - Angela Wall
 - Sara Petipher
 - Luann Newell
 - Mark Lush
 - Douglas Brawley

- **Headteacher Performance Review Committee**
 - Peter Stokes
 - Lauren Findlay
 - Pam Paice

- **Pay Committee**
 - Lynne Stagg
 - Toby Simmonds
 - Rachel Stewart

- **Appeals (Pay & Staffing)**
 - Ad hoc appointments as required

60. Appointment of Link Governors for 2016/17

The following appointments were **AGREED**:

- **Safeguarding & Child Protection**
Lauren Findlay

- **English**
Elaine Cowley

- **Maths**
Peter Stokes

- **Health & Safety**
Toby Simmonds

- **Special Educational Needs**
Rachel Stewart

- **Training Liaison Governor**
Lauren Findlay

- **Governors' Forum**
Lauren Findlay and Lynne Stagg

- **Pupil Premium**
Lynne Stagg

- **British Values**
No appointment made
Item to be included on each Curriculum Committee agenda

Clerk

61. Minutes – 14 July 2016

AGREED that the minutes of the meeting held on 14 July 2016 be confirmed and signed by the Chair as a correct record

62. Matters Arising from the Minutes

Minute No. 50/16 – HT Report – Progress – the proposal for governors to have the opportunity to witness monitoring sessions of work books by the Senior Leadership Team be referred to the Standards Committee.

Clerk

Minute No. 62/16 – Academy Status – The Headteacher be requested to arrange a presentation by Chichester University before a special meeting of the Board is arranged to consider the way forward.

HT

63. Self Evaluation Form (SEF) and Data Analysis

The Headteacher and the Senior Leadership Team explained the work being completed on the SEF which would be circulated to all governors shortly.

The national benchmarks for higher standards had not been advised to Education Authorities and schools until late July during the summer break.

The results compared to the national targets were disappointing but progress results when measured against Y3 baseline were good and this can be evidenced by work books and records.

Additional points which governors wished to draw attention to at any Ofsted inspection included the amalgamation into a Primary School and the extensive building works being carried out during this period. However, the Headteacher reminded everyone that whilst he was grateful that governors realised this, the results still needed to improve.

A school priority was to close the gap with reference to disadvantaged pupils and the need to involve parents much more in the education of their child. A governor suggestion was to send copy of work sheets home. Pre-lesson sessions in English and Maths were also proposed for the current year to prepare pupils for the actual lesson time.

The Governing Board fully supported the Headteacher in categorising the school as “good” with supporting evidence in the SEF, though it was recognised that as measured by KS1 results this remained problematic. As a school it was also proposed to seek an independent source to look at the SEF to give an opinion on this.

64. Behaviour and Standards

AGREED that the Chair write a letter to parents from the Governing Board including the following main points in support of the Headteacher:

- Strict adherence to the school uniform policy
- Zero tolerance with regard to abuse of staff
- Parental behaviour on school premises
- Dogs, cycles and scooters in the school grounds.

Chair

65. School Building – Formal Celebration

AGREED that arrangements be made for a formal opening of the new school with, if possible, a celebrity to cut the ribbon.

HT

ACTION

66. Governor Training

The Training & Liaison Governor circulated a pro forma to all governors to maintain an annual record of training in preparation for any Ofsted inspection.

Arrangements were also in hand to enable governors access the The Key.

Lauren Findlay

67. Date of Next Meeting – Tuesday 8 November 2016 at 5.00pm to include an update on Academy Status.

The meeting concluded at **7.00pm**

Chair