

COPNOR PRIMARY SCHOOL

Minutes of a meeting of the **Governing Board** held at Copnor Primary School on **Thursday 16 January 2020** commencing at **5.00pm**

Present:

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

Mo Williams – Co-opted Governors

Lauren Findlay

Angela Wall

Pam Paice

Toby Simmonds

Rachel Key – Parent Governor

Lynne Stagg – LA Governor

Douglas Brawley – Headteacher

Sara Petipher – Associate Members

Darran Cowell

Lizzie Shackelford

Also in attendance: John Stock (Clerk) and Paul Goater (prospective Co-opted Governor)

ACTION

This meeting was attended by Head Boy (Jacob Evans), Head Girl (Jessica Biggs) with deputies Dylan Hoad Field and Cleo Copps.

The Governing Board introduced themselves and explained briefly their role in then school. The pupils then told the meeting that their aim was to make Copnor the best school. They raised a couple of points regarding the toy shed and seating in the playground which they would raise at the School Council. They were happy to have different opportunities as part of the school and had taught lessons to younger children on the subject of emotions and feelings.

- 1. Apologies for Absence** accepted from Wayne Frampton (Parent Governor), Amanda Wood (Staff Governor) and Allyson Roberts (Associate Member)
- 2. Declarations of Interest** - none
- 3. Governing Board – Vacancy**

AGREED unanimously that Paul Goater be appointed as a Co-opted Governor for the four year period until January 2024.

4. Minutes – 18 November 2019

AGREED that the minutes of the meeting held on 18 November 2019 be confirmed and signed by the Chair as a correct record.

5. Matters Arising from the Minutes**➤ Minute No. 61/19 – Governor Training**

The Vice Chair had arranged with Hampshire Governor Services for whole Governing Board training on Classroom Visits – a date was awaited.

Vice Chair

As some governors were having problems accessing the Hampshire Governor Services Governorhub and website, the Clerk was asked to investigate and advise governors of the way forward.,

Clerk**➤ Minute No. 63/19 – Appointment of Headteacher**

The Chair reported on the progress so far. The advertisement had been placed in December and the closing date was 17 January. The Panel to consider the appointment comprised the Chair, Vice Chair,, Pam Paice, Rachel Key and Toby Simmonds who would be meeting the following week to decide whom to invite to the formal assessment. The assessment would be carried out over two days

The recommendation of the appointment panel would need to be ratified by the whole Governing Board at a meeting on Wednesday 12 February 2020 at 5.00pm. This meeting would need to be quorate with at least six governors in attendance.

➤ Minute No. 58/19 – Governor Skills Matrix

All members of the Resources Committee had now completed the skills matrix. The result indicated a wide range of necessary financial skills among members of the committee and these were noted with satisfaction.

6. DHT and AHT Progress reports**Deputy Headteacher – Sara Petipher**

- Work on the school curriculum continued. This involved monitoring, planning and pupils' work with the extended leadership team.
- A pupil survey had been issued based on the Ofsted questions which had identified key areas to discuss further with the children particularly with regard to safeguarding and bullying

- A Dfe workload survey had been issued to staff, the results of which would be fed back to a member of the office staff rather than the HT and DHT.
- Every subject teacher was now attending class time in Year R which was proving to be very educational
- The annual report to parents had been revised with the new format easing the workload on teaching staff.

AHT – Lizzie Shackelford

- Support being given to subject leaders to improve provision for more able pupils, focussing on the NACE (National Association for Challenging Education) award.
- Baseline training given to EYFS staff with moderations being undertaken for writing and phonics
- Working with underachieving disadvantaged more able pupils in Years 1 & 2 in Reading
- Working with a group of up to 20 pupils in Year 6 in English and Maths to get them to expected
- Analysed data issued to Year Leaders to better assess more able and underachieving pupils

7. Pupil Premium Strategy

As part of his NPQH training, AHT Darran Cowell was videoed making his presentation to the Board on the Pupil Premium strategy for the school.

A copy of the strategy for 2019/20 had been circulated to all governors prior to the meeting.

Darran explained the actions undertaken in 2018/19 and the changes made for 2019/20, together with the approximate costs being charged to the pupil premium fund.

It was now proposed to carry out a termly review with the results being published on the website

Darran answered governors' questions on aspects of the policy including:

- Maths pre teach which was now starting in Year 4
- A good uptake in the Breakfast and After School Clubs particularly by Looked After Children
- .Impact was able to be monitored through identified interventions

Darran was thanked for a most informative presentation.

8. Events and Celebrations

- More able children leading a Quiz Night on Thursday 19 March at 6.00pm – Governors were invited to participate
- Year 4 Residential Visit to Sayers Croft
- Reading Café every Thursday before school with parents was proving to be successful

9. Visit by School Improvement Officer,

Jo Peach would be visiting the school on two dates, 29 January and 27 April. A group of governors was required to meet with Jo on 27 April at 8.00am with HT as an observer to give feedback at a later date.

10. Date of Next Meeting – Thursday 12 March 2020 to include an item on the Ofsted questions likely to be asked of governors.

The meeting concluded at **6.45pm**

Chair