

## COPNOR PRIMARY SCHOOL

Minutes of a meeting of the **Governing Board** held at Copnor Primary School on **Tuesday 17 January 2017** commencing at **5.00pm**

### **Present:**

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

Lauren Findlay – Co-opted Governors

Angela Wall

Toby Simmonds

Lynn McBeth

Elaine Cowley

Pam Paice

Barry Fanning

Rachel Stewart – Parent Governors

Wayne Frampton

Darran Cowell – Staff Governor

Douglas Brawley – Headteacher

Sara Petipher – Associate Members

Tracey Pinkney

**Also in attendance:** John Stock (Clerk)

### **ACTION**

1. **Apologies for Absence** accepted from Lynne Stagg (LA Governor) and Luann Newell (Co-opted Governor)

2. **Declarations of Interest** - none

3. **Minutes – 8 November and 6 December 2016**

**AGREED** that the minutes of the meetings held on 8 November and 6 December 2016 be confirmed and signed by the Chair as a correct record.

4. **Matter Arising from the Minutes**

**Minute No. 75 – Persistent Absences** – Following receipt of the actual figures from the DfE, it was confirmed that the level of persistent absences was now below the national average – 6.8% compared to 8.8%.

5. **Academy Status**

As agreed at the meeting on 6 December, arrangements had been made for staff to visit schools operated by Hamwic and Chichester University.

**ACTION**

These visits would be complete early in February and it was:

**AGREED** (1) that a special meeting of the Governing Board be arranged for Monday 13 February 2017 at 4.30pm to consider the feedback from the visits.

**All Govs**

(2) that arrangements be made to invite representatives from all three MAT's to a meeting of the Governing Board on a date(s) to be agreed in February/March 2017.

**HT**

(3) that the Chair and Headteacher consider which questions listed by governors on 6 December should be posed to the three Trusts before their further meeting with the Governing Board.

**Chair/HT****6. Safeguarding**

The annual report on safeguarding had been circulated to all governors on 5 December 2016.

**AGREED** that the annual safeguarding training session be held before the next Board meeting on 7 March 2017 commencing at 4.30pm.

**7. DHT and AHT's Progress Reports****➤ Deputy Headteacher**

A jigsaw document had been prepared for discussion with staff setting out half-termly topics. This included a theme for each Year Group. The long term curriculum map was now in place and action was in hand to consider the medium term strategy particularly with regard to the Foundation Stage. All topics were to be skills based and fun and engaging.

**➤ AHT - English**

Work was progressing quickly regarding the transfer of responsibilities to the new Head of English – Maeve Drayne, who was now dealing with the day to day running of the subject.

Coaching and staff observations continued but reduced slightly due to classroom teaching commitments in Year 6.

**➤ AHT - Maths**

Hannah Patient and Laura Spriggs were now responsible for Maths and looking at the curriculum to ensure arithmetic content for each lesson. All NQT's had had a successful first term and class observations had been good. Their targets had now been set as part of evidence gathering for the second term.

**8. Governor Training**

The Training Liaison Governor (Elaine Cowley) would be circulating to all governors a survey of training needs for completion and return as soon as possible.

**TLG/All Govs**

**9. Events and Celebrations**

- Annual Reading Event to be held on Saturday 28 January from 10am till 12 noon and all governors were invited to attend. It comprised a series of sporting events with children and adults followed by reading in the library.
- Mary Rose visit – following a recent visit, the children had been invited back to participate in a promotional video in view of their excellent behaviour.
- Author Colin Parsons visited the school and undertook workshops with the children, particularly with reluctant readers/writers. It was most successful.
- A “think big” project was proposed which entailed children from different Year Groups meeting together.
- The school was congratulated on the many events leading up to Christmas, all of which had proved very successful and enjoyable.

**10. Date of Next Meeting** – Tuesday 7 March 2017 at 5.00pm with Safeguarding Training at 4.30pm.

The meeting concluded at **6.10pm**

Chair