

COPNOR PRIMARY SCHOOL

Minutes of a meeting of the **Governing Board** held at Copnor Primary School on **Tuesday 16 January 2018** commencing at **5.00pm**

Present:

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

Elaine Cowley – Co-opted Governors

Toby Simmonds

Mo Williams

Angela Wall

Pam Paice

Lauren Findlay

Rachel Stewart – Parent Governors

Wayne Frampton

Lynne Stagg – LA Governor

Darran Cowell – Staff Governor

Douglas Brawley – Headteacher

Sara Petipher – Associate Members

Tracey Pinkney

Also in attendance: John Stock (Clerk)

ACTION

Before the meeting, the Head Boy and Head Girl and their deputies (Bawer Omar, Vincent Pastides, Mia Mae Antar and Angel Aarons) were introduced to the Board and answered questions on their role in the school. They reported on their main activities as follows:

- Acting as role models for pupils in the school
- Assisting the Headteacher in the reception of visitors
- Helping with any problems in the playground
- Members of the School Council who all wore yellow hats in the playground to provide a friendly face should other pupils require help
- The Head Boy and Head Girl would be making an end of term speech to Key Stage 2 pupils with their deputies doing the same for Key Stage 1

They were thanked for their attendance and were told of the Governing Board's appreciation of their role in school life.

1. **Apologies for Absence** – none but Lynn McBeth (Co-opted Governor) and Allyson Roberts (Associate Member) were not in attendance.

2. **Declarations of Interest** – Elaine Cowley declared her role as temporary Clerk to the Governing Board of University Technical College (UTC). There were no other declarations of interest.

3. **Minutes – 14 November 2017**

AGREED that the minutes of the meeting held on 14 November 2017 be confirmed and signed by the Chair as a correct record.

4. **School Crossing Patrol**

The Headteacher reported on the recent discussions with PCC. Through the offices of Lynne Stagg, signs were now ready to be installed in Copnor Road to ask drivers to Slow Down – School. Due to the size of the signs, it was necessary to install new posts and it was hoped that this would be carried out in the near future.

With regard to the employment of a Crossing Patrol, the school had been advised that it was necessary to also employ a Deputy both of whom required specific training. With regard to a deputy, it was suggested that it might be possible to use an internal candidate, which would be advertised in school.

AGREED that arrangements be made to advertise for a School Crossing Patrol and Deputy.

HT

5. **Governance Review**

A copy of the Governor Review, Accountability and Support Programme (GRASP) dated 3 November 2017 had been circulate to all governors in advance of the meeting. This review had been requested following the Ofsted Report and had been financed by PCC who had also agreed to fund three months support from the Reviewer as a National Leader of Governance.

The Governing Board considered the recommendations and **AGREED** to take action immediately on the following points:

1(a) – Skills Audit – a working group comprising Elaine Cowley, Mo Williams, Lauren Findlay and Pam Paice to consider the NGA form in particular reference to Copnor Primary School with a view to all governors completing the questionnaire by Half Term.

Elaine
Cowley
(TLG)

2(b) – The suggestion regarding reduction in the number of committees to be considered at the end of 2017/18 school year

3(c) – Any consideration of a reduction in the size of the Governing Board be deferred pending the findings of the proposed Skills Audit.

ACTION

3(e) – Regular visits and meetings between governors and staff needed to be better recorded. All governors were now required to complete a Visit Report Form to be forwarded to the school office for record purposes. The Clerk was asked to report to each Board meeting with a list of visits undertaken since the previous meeting for information.

All Govs**Clerk**

7(b) – Governor profile to be included in school newsletter each term and the Chairman to monitor the compliance of the school website on an annual basis.

Chair

9(a) – Good to Outstanding – following the Skills Audit, consideration would be given to a Governor Training Plan to include Ofsted criteria and possible succession planning referred to in paragraph 1(c).

9(b) – Consideration be given to the **twenty applicable questions** for Governing Boards as regular items on the Board agenda.

Clerk

AGREED that the Reviewer be invited to the next Board meeting in March and he be advised that his recommendations have been considered and initial actions already taken.

Chair**6. DHT and AHT – Update Reports**

- Sara Petipher (DHT) in her curriculum role had attended a session at ALNS on Global Learning
- Staff training had been organised for P4C (Philosophy for Children) for the benefit of all pupils but in particular the more able
- Pupil conferencing and target setting for the more able was in progress and parents had been invited in at half term
- Early Years visits to other schools was taking place looking at best practice particularly speech and language in Reception
- Governors commented on the Ofsted Bold Beginnings Report which was recommending that Reception classes be taught similar to Year 1. This would mean more emphasis on literacy and maths and less on play. As the report had been based on less than 1% of schools surveyed, no changes were contemplated at Copnor unless they complied with the school ethos.

- **Darran Cowell (AHT)** reported on rewards to pupils for good behaviour. The favourite reward was for Key Stage 1 and 2 pupils to read in Reception.
- Writing moderation in Years 2 and 6 had been positive to date
- A review of Pupil Premium funding was currently taking place particularly with regard to children coming out of care
- A meeting with parents of Pupil Premium children regarding Maths Pre-teach had resulted in an increase of those now participating
- Copnor Primary School had been selected as a hub school for Author Abroad and starting on 4 February, gifted and talented children from other schools in the City would be coming to Copnor three times per year

The DHT and AHT were thanked for their informative reports.

7. **Governor Training**

AGREED that the Training Liaison Governor be requested to produce a suitable training plan for governors based on the results of the Skills Audit.

**Elaine
Cowley
(TLG)**

8. **Events and Celebrations**

The main activities for the current half term included:

- Sporting Events
- Year 4 Residential at Sara Croft
- Student Voice Summit on 23 January

9. **Date of Next Meeting** – Tuesday 6 March 2018 at 5.00pm

The meeting concluded at **6.35pm**

Chair