

COPNOR PRIMARY SCHOOL

Minutes of a meeting of the **Governing Board** held at Copnor Primary School on **Tuesday 15 May 2018** commencing at **5.00pm**

Present:

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

Elaine Cowley – Co-opted Governors

Lauren Findlay

Angela Wall

Toby Simmonds

Rachel Stewart – Parent Governor

Darran Cowell – Staff Governor

Douglas Brawley – Headteacher

Sara Petipher – Associate Members

Tracey Pinkney

Also in attendance: John Stock (Clerk)

	ACTION
<p>25. Apologies for Absence accepted from Mo Williams, Pam Paice (Co-opted Governors; Lynne Stagg (LA Governor) and Wayne Frampton (Parent Governor)</p>	
<p>26. Declarations of Interest - none</p>	
<p>27. Minutes – 6 March 2018</p> <p>AGREED that the minutes of the meeting held on 6 March 2018 be confirmed and signed by the Chair as a correct record.</p>	
<p>28. Committee Reports</p> <p>The minutes of the following committees were noted:</p> <ul style="list-style-type: none">• Standards/Curriculum Joint Committee – 20 March 2018• Finance, Buildings & Personnel Committee – 24 April 2018	
<p>29. Matters Arising from the Committee Reports</p> <p>➤ Standards/Curriculum Committee Minute No. 5/18 – Classroom Learning Walks. It was noted that three of the four scheduled learning walks had taken place and reports by the governors attending those visits would be made to the next meeting of the Committee in July</p>	Governors

- **Finance, Buildings & Personnel Committee Minute No. 18/18 – Draft Budget 2018/19.** It was **AGREED** that the draft budget as proposed by the Committee be approved.

Bursar

30. Vision for 2018/19

The Headteacher and Deputy explained their vision for the school for the next year, the main points of which were as follows:

- The Curriculum was an important part of Leadership & Management and was likely to become a separate heading for future Ofsted inspections.
- The aim was to make it a Copnor orientated curriculum
- Through NACE there would be increased emphasis on working with the more able child over the next two years.
- Philosophy for Children (P4C) would be the subject of an Inset day and used across the whole school.
- The Copnor curriculum would have three main drivers – Discovery – Reflection – Community
- Children would be learning skills that were relevant through their topic work
- There would still be discrete subjects such as Maths, RE and PE with other subjects - PSHE, Outdoor Learning and Personal Projects with children exploring their own interests and business type projects.
- The report following the NACE visit was very positive and the school would hope to become accredited within two years. (A note on the NACE Report is set out in the following Minute No. 31)
- The staffing structure was explained which would allow a four-way split in three Year Groups for 2018/19
- With just one NQT, less coaching was required allowing more time to concentrate on Pupil Premium and More Able Pupils.

With several new members of staff from September, it was **AGREED** to invite the new AHT to the September meeting and other new staff to the meeting in November with an earlier start of 4.30pm.

HT/Clerk

31. NACE Challenge Development Programme – Report on Visit on 5 May

This was a half day visit to provide guidance on the NACE Challenge framework and advice on areas of development in provision for More Able carried out with the Headteacher, Deputy and a Governing Body representative.

The report highlighted a long list of strengths which were all very positive. Areas for development were recommended and these would be worked on over the period of the NACE Challenge.

ACTION

The Able Pupil Action Plan would now be revised to establish priority actions with realistic timescales. All staff would be involved with ongoing CPD.

The report was noted with satisfaction.

32. AHT Update and Progress Report

The Deputy Headteacher reported on behalf of Allyson Roberts with the following main points:

- The school had employed a private Speech and Language therapist who was currently working with children in Early Years on a 1-2-1 basis, and would run workshops for parents and teachers.
- The number of EP days had been reduced to fifteen per year to cover the cost.
- There are currently twenty EHCP's with this number greatly reducing in the next two years
- Three ELSA's had been trained to help support vulnerable children and the Welfare Assistant would be taking a counselling course.

The report was noted.

33. Calendar of Meetings 2018/19

AGREED that the draft calendar of meetings as submitted be approved subject to the Headteacher Report in July 2019 being brought forward to an earlier meeting and the consideration of SAT's initial data being on the agenda for the July 2019 Governing Board meeting.

Clerk**34. General Data Protection Regulations (GDPR)**

Work on compliance with the regulations was progressing satisfactorily and the following actions were **AGREED**:

(1) The Chair, Headteacher and the school's Data Protection Officer consider the Key's checklist for Governors and report back to the Board in July.

Chair, HT & DPO

(2) The Training Liaison Governor to arrange the necessary Member Logins.

TLG**35. Governor Training**

The Training Liaison Governor presented the results of the recent Skills Audit completed by all governors, as recommended by the Governance Reviewer.

The audit showed a good spread of skills on the Board with the need to prioritise training in three areas:

- Financial Oversight
- Strategic Leadership
- Data Interpretation

It was **AGREED** that there should be an annual skills audit and that dates be arranged for three Governing Board training sessions in the next year.

TLG

36. Governor Visits

The list of Governor visits since the previous meeting were noted

37. School Events

Events which had taken place recently included a Drumming Event at the New Theatre Royal for the Mandela Celebrations; Blue Day for cancer research; Visit from an Olympic Athlete; Careers Day.

Governors were invited to participate in the following forthcoming events:

- 14 June – Sports Afternoon
- 29 June – Summer Fayre
- 10 July – Awards Evening
- 19 July – Parents Evening

38. Date of Next Meeting – Tuesday 17 July 2018 at 5.00pm to include items on Data and GDPR and to be followed by a Curry Evening at the Ghandi Restaurant.

39. NGA Twenty Questions for Governors

The Board considered the following question:

How well do we listen to, understand and respond to our pupils, parents and staff?

It was considered that the Board could do better in this respect and it was therefore **AGREED** as follows:

- Bring back the pupil survey carried out by governors
- Questionnaire for parents to be arranged
- Governors to attend meetings organised with parents.

**HT
Chair/HT
All Govs**

The meeting concluded at **6.55pm**

Chair