

MINUTES OF THE WHOLE GOVERNING BODY MEETING
HELD ON 24th NOVEMBER 2021

Present: Matt Johnson (Headteacher) Lauren Findlay (Chair)

Toby Simmonds	Paul Goater
Allie Roberts	Lizzie Shackelford
Angela Wall	Jackson Ball
Lynne Stagg	Rachel Key
Lisa Lunn	Laura Sparrow

Absent: Tracey Pinkney, Sophie Doherty, Elaine Cowley.

1.	Apologise for absence Apologise were received and accepted from TP, SD, EC.	
2.	Declaration of Interest: No new interest to declare	
3.	Declaration of Pecuniary Interests None	
4.	Head teacher Performance Management Ratification* Photograph taken for website, badge & Gov Hub.	
5.	Minutes from previous meeting 15/07/21 & 15/09/21 Head teacher and LS have agreed to meet to discuss Caterlink and governors to discuss during the next WGB meeting on 19 th January 2022. All actions addressed and governors agreed the minutes.	MJ & LS
6.	Minutes from resources meeting 20.10.21 Chair of Governors announced the stepping down of Recourses Committee Chair and a discussion was held regarding appointing LL as chair Resources Committee alongside LF and TS. Governors agreed the minutes.	
7.	Minutes from Curriculum & Standards meeting 06.10.21 Governors agreed the minutes.	
8.	Head teacher Report P1 – Data Tables P2 – SIP Head teacher gave an update on building works going on around the school. Updates were also given on issues that have been noticed regarding building works and the new EYFS area. Head teacher discussed the positive effect the new climbing areas, especially in their learning as well as positive comments from new potential parents. Also discussed was the new climbing frame and how beneficial the equipment has been to the children’s learning and play time. The outside gym area has been delayed and work will start on the 4 th January 2022. The heating work was delayed for a year due to the pandemic which has meant that some of the parts have been delayed, the work was finished on the 30 th October 2021 and signed off, however KS1 is not working and KS2 is blowing out cold air and some hot air. Corrigenda have come out and they have confirmed that the system has not been commissioned. Corrigenda will have the have the heating system commissioned by the end of the week. Head teacher spoke about issues that have been caused by the heating	

	<p>works – the wall bars in the KS1 hall that are now not able to be used. A meeting has been scheduled to discuss how to resolve the issues. Sensory room has started to be decorated.</p> <p>Questions</p> <p>Governor asked: Is corrigenda carrying out the work for the living garden? <i>Head Teacher replied: PCC are carrying out the work not corrigenda.</i></p> <p>Governor asked: Has the classroom that was damaged been fixed? <i>Head teacher replied: Yes, the classroom is now being used as a classroom.</i></p> <p>Head teacher presented Ofsted Evidence folders to governors and discussed upcoming Ofsted inspection. The head teacher explained the use of the folder and discussed the quality of questions that Governors need to be asking and making sure Governors are asking challenging questions.</p> <p>Questions</p> <p>Governor asked: Have Ofsted indicated who from the governing board they would like to talk to? <i>Head Teacher: What they would like is to see as many Governors as possible. Either via face to face, over the phone or online.</i></p> <p>Governor asked: How do staff feel about an Ofsted inspection? <i>Governor replied: We see it as an opportunity to see what we can improve on.</i></p>	MJ
9.	<p>New Website Update</p> <p>Head teacher spoke to Governors about the recent updates and the features of the new website. After Christmas the website will ready. It will link to the calendar for parents to use, our Facebook page will link to it, as well as a YouTube Channel and also Instagram account. For parents it will have all the information that they need regarding clubs etc.</p> <p>Questions</p> <p>Governor asked: We are cashless school and the link for children in need was on the newsletter for Parents to make payments. Will parents and staff be able to use the new website to do this? <i>Head Teacher replied: The advice from the government is not to take cash and this is due to COVID. The advantage of the website will give parents and staff access to links to make payments.</i></p>	
10.	<p>Safeguarding Training</p> <p>AR spoke to governors about Safeguarding training that has been carried about by staff, this included serious case reviews for staff to look at. Safeguarding training is planned to be carried out during every inset day/training day. Most members of staff have carried out prevent training and continue to ensure that all staff carry this out ASAP.</p> <p>AR discussed completing COMPACT with is a self-audit tool which has been completed and sent of this week, there is an action plan as a result of this. There are a number of new TA's and they have all had their induction training, safeguarding and prevent training. AR has requested for AW & LF to read the new safe guarding policy which has been updated.</p>	AW & LF

	<p>Questions</p> <p>Governor asked: Can I have a copy of staff who are governors who have carried out the Prevent Training for Governors Hub. <i>AR replied: Yes of course.</i></p> <p>Governor asked: Has there been an increase in safe guarding cases as a result of COVID? <i>AR replied: Yes, we have lots of different cases and very complex.</i></p> <p>Governor asked: Are you going to carry out any safeguarding for Governors? <i>AR relid: Yes, I would be very happy to.</i></p> <p>Governors agreed to have a stand along Safeguarding training session for Governors. AR to give dates to governors to check availability and confirm date.</p>	<p>AR</p> <p>AR</p>
<p>11.</p>	<p>Pupil Premium Statement</p> <p>DC discussed with governors the Pupil Premium Strategy Statement which is in line with the School Improvement Plans. The areas that the school have chosen to use the funding provided are based on the areas around the school that are most in need. There is evidence to why those areas have been chosen as well as being in line with the COVID recovery plan. It is a 3-year plan. DC spoke about the challenges that the school is facing and how this is impacting Pupil Premium.</p> <p>Questions</p> <p>Governor asked: Have you had the opportunity to link with LS the non-school PP governor? <i>DC replied: No not yet.</i></p> <p>DC and LS are to exchange emails to arrange a meeting reading Pupil Premium.</p> <p>Governor asked: Are we receiving all of the appropriate funding? <i>Head Teacher replied: Yes, and we are spending more that we are allocated.</i></p> <p>Governor asked: Do we think for next year's intake we may see in increase in children who are Pupil Premium children? <i>DC replied: We need to tip into 25% so we can access additional funding. We are currently at 24.5% so that small increase of only 2 children is significant in regarding to funding.</i></p> <p>Governor asked: What is the criteria for children to access pupil premium? <i>AR replied: It is based on income of the parents on £16,000 and less.</i></p> <p>Governor asked: Are service children classed as pupil premium? <i>Head teacher: They get funding but they are not classed as pupil premium.</i></p> <p>Pupil Premium Statement was agreed by governors and will be published on Copnor Primary School website</p>	<p>DC & LS</p>

12.	<p>Statement of governance</p> <p>Chair of governors discussed with governors how best bring the statement of governance in line with what national governance criteria and rather than writing a terms of reference for the full governing board as this has been done for the communities, the governing board is bound by statement of governance set by the DFE. The Chair explained that the have decided to set out appendices to link in with the statement of governance which the DFE have already set out for the Governors. This will be accessible through governor’s hub. The chair of Governors asked the governing board if there was any objection, which there were none.</p>	
13.	<p>Link Governor updates</p> <p>The chair of governors began discussing a meeting that was held by the safeguarding lead and herself to look at the of the new policies, the COMPACT and the action plans to support the safeguarding through the school.</p> <p>The chair of the governors asked if there was any Health and Safety that TS needed to be made aware of. TS mentioned that he was unaware of any issues regarding Health and Safety around the school.</p> <p>The head teacher continued the conversation and spoke about employing a new handy man, he is a very skilled individual and has settled into the team very well and has been able to fix various issues around the school.</p> <p>The chair of governors asked if there were any updates on Fire around the school.</p> <p><i>Head teacher replied: We had a fire drill just before half term, and we are expected to carry out another one shortly. We have been looking at fire doors around the school and we are looking to replace various fire doors.</i></p> <p>The chair of governors asked if there were any SEN updates.</p> <p><i>Governor replied: I have not had a chance to meet as of yet with AR, however we will make a date in the dairy.</i></p> <p>The chair of governors asked if there were any Quality and Diversity updates.</p> <p><i>JB replied: We have been carrying out Anti-Racism lessons through KS2, as well as working on displays around the school. We have had Pompey in the community come into school this term to run a work shop which was effective.</i></p> <p>The chair of governors discussed that there would be training on equality and diversity for governors to access via governor’s hub.</p> <p>Chair of governors asked for any training updates.</p> <p><i>PG replied: I would like to have a training session/workshop on governor’s hub.</i></p> <p><i>Head teacher replied: I can show you in about 10 – 15 minutes during a governors meeting.</i></p> <p>PG spoke to governors about Noland principles and Jury Service which governors discussed. PG also suggested introducing a new governor’s induction plan and setting mile stones for new governors which the governing board agreed.</p>	<p>AR & RK</p> <p>MJ</p> <p>PG</p>
14.	<p>Child Protection Summary</p> <p>DC discussed with governors the School Child Protection Summary and when are volunteers visit the school they have to sign it to say that they have read it.</p>	
15.	<p>Keeping you safe at Copnor Primary School</p> <p>DC discussed with Governors Keeping Children safe at Copnor Primary School and how the program is being used in KS1 and KS2. A letter has gone out to</p>	

	parents to inform them what their child/ren would be learning about in lessons during this term.	
16.	<p>Policies</p> <p>DC discussed with Governors that every single policy has to be rewritten, some of them in part, some of the in whole. Over the next year they will be uploaded to Governors Hub for Governors to review.</p>	ALL
	<p>A.O.B</p> <ul style="list-style-type: none"> • 14th December 2021 governor visits to the school. • 10th December 2021 Christmas Fair 3.50-5pm. • Chair of Governor and Head teacher will approach PCC on how to replace a Governor. <p>No other items</p>	LF & MJ

Next Meetings

19th January 2022 - WGB

26th January 2022 - Curriculum & Standards

9th February 2022 - Resources