

MINUTES OF THE WHOLE GOVERNING BODY MEETING  
HELD ON 19<sup>th</sup> JANUARY 2022

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

Allie Roberts Lizzie Shackelford

Lynne Stagg Rachel Key

Lisa Lunn Laura Sparrow

Tracey Pinkney Sophie Doherty

Jackson Ball Paul Goater

Toby Simmonds (19.56pm)

Absent Angela Wall

		Actions
1.	<b>Apologise for Absence</b> Apologise were received and accepted from AW	
2.	<b>Declaration of Pecuniary Interests</b> None	
3.	<p><b>Minutes From Previous Meeting on 21.11.21</b></p> <p>Head Teacher discussed with WBG (Whole Governing Body), a follow up meeting that was held with Caterlink on 06/01/22. The meeting was to discuss a new menu, problems with portion size and a possible 4<sup>th</sup> line. A review meeting is being held before Easter.</p> <ul style="list-style-type: none"> <li>• Head Teacher went on to discuss details of a meeting that was held regarding the heating works, which was to look at problems and what is working well. Heating works are on track.</li> <li>• Safeguarding training action and has been addressed by LF.</li> <li>• Safeguarding training will be uploaded to Governor Hub for Governors.</li> <li>• Pupil Premium actioned and reviewed by DC &amp; LS.</li> <li>• SEN updates, a meeting still needs to be made, due to restriction this has not happened.</li> <li>• Policies have been agreed.</li> <li>• Governor visits to school had to be postponed due to restrictions.</li> </ul> <p>Governors agreed the minutes.</p>	AR & RK
4.	<p><b>Head Teachers Report</b></p> <p>Head Teacher discussed with WGB, staffing and the effect of COVID since Christmas and this term. Schools are seeing children and adults who have previous contracted COVID, being re-infected by different variants. School start and finish times have been implemented to reduce the amount of adults on site at one time at the beginning and end of the day.</p> <p>Head Teacher went on to update governors on the new school website. The new website was presented and explained.</p> <p><b>Questions Asked</b></p> <p><b>Governor question: It's going to need promotion isn't it, among the parents.</b></p> <p><i>Head Teacher replied: Yes, parents will be given training. Staff will also be given the first look in order that we can eliminate any issues before we send it out to parents.</i></p> <p><b>Governor question: It is mobile friendly?</b></p> <p><i>Head Teacher replied: Yes, I have tested it on my mobile, my iPad as well as other devices.</i></p>	

	<p><b>Governor question: In terms of accessibility, are the fonts and language being tested for accessibility?</b>  <i>Head Teacher replied: Yes. All text can be translated for parents where English is not their first language by using the translate tool at the top of the page.</i></p> <p><b>Governor question: Is the company who has designed the website going to be carrying out Beta Testing regularly?</b>  <i>Head Teacher replied: Yes, because of the agreement we have with them, they will be hosting the website so will be able to fix any problems that may occur ASAP.</i></p> <p><b>Governor question: Are you able to upload the content or does the website company have to do it?</b>  <i>Head Teacher replied: We have signed up to their ‘complete package’, which means that they will create, populate and host the website. Once everything is up and working, we will then take over the populating element and have administrator rights. The company will then move into a hosting and managing service.</i>  <i>We have an agreement with the company for a period of time where they have admin rights however after a period of time we will have the administration rights.</i>  Head Teacher went on to discuss the Digital Literacy Strategy that Portsmouth has launched. Copnor Primary School launched last Tuesday. Portsmouth is aiming to be the first digital city in England. This is a free service which is funded through the DFE (Department of Education). Head teacher shared a vision with governors which showed how technology is used to enhance teaching and learning now, what works well across the school, what frustrations/issues are there in school. The vision explained a 5-year plan for this.</p> <p><b>Questions Asked</b>  <b>Governor question: How are parents going to be able to join in with this?</b>  <i>Head Teacher replied: We are hoping that what we are doing in school the children will be able to learn and take this learning home to parents. We have already seen examples of this happening. We will also look at setting up parent workshops to support families. The plan is to train the staff first, bring the children on next and then assist parents with workshops.</i></p>	
5.	<p><b>School Improvement Plan Questions</b>  Head Teacher uploaded the SIP before meeting and asked governors if they had any questions. Governors requested extra time to read. Governors were advised to email SLT with any questions. This will be reviewed during future meetings.</p>	ALL
6.	<p><b>Autumn Curriculum Update</b>  DC discussed with governors the success that KS1 have been having. KS1 are creating links for the children by taking the children on local walks and visits and you can see the improvement in their writing.  LS followed with an update on KS2 and how the curriculum has been successful not only for the children but also for the teaching staff.  JB gave an update on Year 6, how the children are excited about their learning and how their learning has been improved by the new curriculum.</p> <p><b>Questions Asked</b>  <b>Governor question: Are teaching having enough time to plan lessons?</b>  <i>LS replied: Yes, teachers are given planning time. New teachers are being given extra time. We are being extra mindful of making sure teachers are supported with extra planning time.</i></p>	

7.	<p><b>Ofsted Training</b></p> <p>Head teacher presented an in-depth power point presentation for governors of upcoming Ofsted inspection, this will be uploaded onto Governors hub. Governors were asked to have a look at the power point and send questions to the Chair.</p>	ALL
8..	<p><b>Permit 19 Mini Bus</b></p> <p>DC discussed with governors Permit 19, the school is able to hire our mini bus out to other schools, however every 6-10 weeks the buses need to have a MOT. DC suggested that the person/s hiring gave a voluntary donation for the library and pay toward the fuel.</p> <p>Chair asked governors if they are happy that we do not hire out buses however take in consideration the suggestions of donations. Governors agreed. This is to added to resources agenda.</p>	Clerk
9.	<p><b>Anti-Bullying Governor Role</b></p> <p>DC discussed with governors appointing a member of non-staff governor as Anti-Bullying Role. SD volunteered for this role and has been directed to Governor Hub for training.</p>	SD
10.	<p><b>My Happy Minds</b></p> <p>Head Teacher presented a website with Governors called My Happy Minds. The website is backed by the NHS and help schools, nurseries and families create a culture of positive mental wellbeing. The website offers a wellbeing package for school and a complete curriculum on wellbeing and mental health lessons for teachers. Teachers would not need to plan the lessons as these are already done for them. Parents are able to download an App on a smart device in order that they can support what is taking place in school. There is a cost of £10 per child totalling at £6860 we can take some of this from PP, mental health and wellbeing funding and other funding such as funding from Portsmouth City Council (PCC). School staff are working hard with Mental Health for children in school and Head teacher explained that he feels this is beneficial to the children.</p> <p>TS joined the meeting at 19.56pm</p> <p><b><u>Questions Asked</u></b></p> <p><b>Governor question: Sounds very worthwhile. You mentioned PCC are looking to fund this, how likely is this going to happen?</b></p> <p><i>Head Teacher replied: I think there is a really strong chance that PCC would part fund My Happy Minds as a city-wide programme. From the initial meetings I have had with them, PPC are indicating that they would support with half funding it, however schools would need to sign up themselves and then be reimbursed.</i></p> <p><b>Governor question: How does this cross over with other Curriculum that we are teaching through the school?</b></p> <p><i>AR replied: We have had a large number of children who receive ELSA and we have a waiting list for children who need to access ELSA. We have a number of children in school that are now reaching crisis point, so if we can use the curriculum to implement wellbeing, we could hopefully see this need reduce and support the children more.</i></p> <p><b>Governor question: Have we considered any other providers for this? Is it equivalent to other provider's costs?</b></p> <p><i>Head Teacher replied: This has come from primary heads which is a combination of all primary schools across the city. The chair of this committee is a head of an Academy school. They shared this with their staff</i></p>	

	<p><i>and other head teachers from that Academy chain and they felt it was an outstanding addition to children's mental health and wellbeing.</i></p> <p>Chair asked governors are they happy to go ahead this. Governors agreed.</p>	
11.	<p><b>Policies</b></p> <p>DC explained there are policies that Governors to look at Review which are uploaded onto Governor Hub. To be added to WGB 16.03.22.</p>	ALL Clerk
12.	<p><b>AOB</b></p> <p><b><u>Question Asked</u></b></p> <p><b>Governor question: I noticed that at the end of last term we had 4 teachers that left. How this effected the school and staffing?</b></p> <p><i>Head Teacher replied: We had two teachers that left and were able to cover within the school. We appointed two new teachers to cover Year 4 and Year 5.</i></p> <p><b>Governor question: There is a website that parents can use to help with English, Math etc. Link <a href="https://learn.portsmouth.gov.uk/family-learning/">https://learn.portsmouth.gov.uk/family-learning/</a></b></p>	

### Next Meetings

9<sup>th</sup> February 2022 – Resources – Conference Room Copnor Primary School

16<sup>th</sup> March 2022 – WGB – Location TBA

23<sup>rd</sup> March 2022 – Resources – Location TBA

30<sup>th</sup> March 2022 – Curriculum & Standards – Location TBA

**\*Confirmed location of meetings will be on the meeting agenda. All meeting begin at 6pm**