



Whole Governing Body Meeting Agenda 11.05.22

6 pm Conference Room Copnor Primary School

Any apologise please email mjohnson@copnorprimary.co.uk

In attendance: Lauren Findlay, Darran Cowell, Paul Goater, Matt Johnson, Rachel Key, Lisa Lunn, Tracey Pickney, Allie Roberts, Lizzie Shackelford, Laura Sparrow

	Agenda Item	Action
1.	Welcome & apologies for absence Jackson Ball, Angela Wall, Sophie Doherty, Toby Simmonds, Lynne Stagg	
2.	Declaration of Pecuniary Interests None.	
3.	MyHappy Mind Leanne is absent, this will be moved to July.	MJ
4.	Safeguarding Training Allie and Sally shared CPOMS. Sally shared her role in the school. Sally and Allie are the DSLs, followed by the Deputy safeguarding leads. 2 levels on CPOMS: where DSLs get key holder information as there is lots of sensitive information on the site. <u>Questions</u> A governor asked: Can you use this to track behaviour? <i>Allie replied: Yes, it has a report function, which you can track behaviour.</i> A governor asked: Is it fit for purpose? <i>Allie replied: Yes, it is brilliant. At this time of year for example, we can send, through via a click of a button, all the information to secondary schools for transition.</i> A governor asked: How do you prioritise what is coming through? <i>Allie replied: If it is serious, staff know not to wait and log it, but walk over to DSLs to inform them of the safeguarding issue.</i> A governor asked: How long have you used this for? <i>Allie replied: 3-4 years, which was great during lockdown for recording information, especially for members of staff who were absent from school to ensure they were up-to-date with communication that was going on in school.</i>	

	<p>Sally explained her role: vulnerable pupils tracking from local authority. We used to create our own vulnerable list, but now the local authority now provide this, which is updated every 2 weeks. There are roughly 10% of children on the list. Therefore local authority will know who they are. Threshold is high in Portsmouth, so they don't get picked up as early in this county. As a result, at Copnor, we go above and beyond most schools in the city with the support we offer families.</p> <p>Being aware of the changing area, which has been exacerbated due to COVID, and will continue to happen. Money is tighter and agency support is less. If we don't do something, then the families will not get the support they need.</p> <p>Training: We ensure that we are up-to-date and keep a thorough list of who and what training needs are required.</p> <p><u>Questions:</u></p> <p>A governor asked: As child suicide is on the rise, has anyone had any suicide awareness training and triggers for this in school?</p> <p><i>Sally replied: No, but we will be looking into this. We have training for self-harm due to the need in school. CAHMS's threshold has increased which makes it harder to get support.</i></p> <p>A governor asked: This is emotionally draining, who do you (Sally) get support from?</p> <p><i>The only one with supervision training is Sally. Sally can off load to Allie. Strong relationships in schools allow members of staff to get support. However, equally, it is important not to normalise the incidents. The walking bus allows us to contact vulnerable families and improve their attendance. After school club also has welfare places to allow parents to work. We need to work with our community to get the best out of it.</i></p> <p>The Headteacher mentioned that the Pastoral Team is a real strength of this school as they always go above and beyond.</p>	
5.	<p>Minutes from WGB meeting 16.03.22</p> <p>Item 4: missing word added.</p> <p>Item 6: missing words / typos discussed</p> <p>Item 15: Who was the working group? Paul, Lisa and Lauren</p>	<p><u>Actions</u></p> <p>- Lizzie to email Lauren and Rachel the report that Mo has updated.</p>

	<p>Item 9: Will the actions come up later today? Paul has responded, yes.</p> <p>Item 12: actions and reports circulated. Rachel and Lauren were to look at the forms. We can recreate these.</p> <p>One action has been resolved by Lauren and Matt from AOB</p>	<ul style="list-style-type: none"> - Rachel and Lauren to look at the proforma and then circulate once the document has been updated. - AOB induction handbook for governors COG
6.	<p>Minutes from Resources meeting 23.03.22</p> <p>Toby has sent matrix Policy: typos amended. Item 9: school meals. This is on AOB today</p> <p><u>Question:</u> A governor asked: Have we had advice from Linda Martin? <i>Headteacher replied: She has worked with Char on training. She has now gone on step ladder training, which we can update the H&S policy in step ladders.</i></p> <p>Minutes approved.</p>	<p>Action:</p> <ul style="list-style-type: none"> - Talk with Toby about the policies and whether he wants to come in. Provide him with a date.
7.	<p>Minutes from Curriculum & Standards meeting 30.04.22</p> <p>Went through the minutes and these were confirmed.</p> <p><u>Update on phonics:</u> Darran said: <i>Essential Letters and Sounds, by Oxford Reading Tree, is the scheme we will be going for due to the quality of the resources and that the resources and planning are already available. We can now get matched funding, which will give us a contribution towards buying this scheme.</i></p>	
8.	<p>Headteacher Report</p> <p>P1 – Data Tables - Questions P2 – SIP – Please bring prepared questions – updated for Spring Term</p> <p>Headteacher shared the data tables. 4 have left, 2 have joined, so we are two children down.</p> <p>Provisional numbers for September: 89 confirmed places for September. We have 1 space in EYFS. Many schools across the city have not made their PAN as there are 500 spaces available across the city.</p> <p><u>Questions:</u></p>	<p>Action:</p> <ul style="list-style-type: none"> - Create for the handbook a list of acronyms and what they stand for

	<p>A governor asked: Out of that, how many are EHCPs, SEN? <i>Headteacher replied: At least one. We will know pupil premium (PP) children in the autumn term, when we hold the 'Aspire Days' for Year R. We will set up laptop which will show if they are eligible. We will then provide a book bag free to parents who do this.</i></p> <p>A governor asked: Is there eligibility for Year 3 pupils to be PP? <i>Headteacher replied: We advertise this again to Year 3 parents to encourage them to apply for PP. He explained the difference between free school meals and Ever 6. As a school we have identified that the current Year 5 need to go to four form entry due to the need in that year group.</i></p> <p>A governor asked: Why is there no more-able data for KS1 pupils? <i>Headteacher explained: When you get the EYFS baseline, you can only access them externally from KS1 SATs, therefore they haven't had this data yet.</i></p> <p>A governor asked: There are four exclusions – is this four different children? <i>Headteacher replied: No, that is one child and they had 4 separate exclusions.</i></p> <p>A governor asked: Will the child who is dual registered be on role for a while? <i>Allie replied: Yes, until Year 4. If they do well, they will return to mainstream, but they are unlikely to return here as they would need a fresh start.</i></p> <p>A governor asked: What are zones of regulation that are being trialled in Year R? <i>Allie explained: It is about training our youngest children with verbalising their emotional language and recognising their emotions, which relates to certain colours. Then we teach them strategies about how they can control their emotions.</i></p>	
9.	<p>White Paper – summary PPT & implications for CPS</p> <p>Headteacher shared White Paper with Governors MAT: CurrPortsmouth do not have the capacity to form a MAT, therefore we need to consider who we would like to join.</p>	

	<p>COG advised that there are four academy training sections in the governor handbook, please have a look if you would like to research further.</p> <p>Headteacher discussed the admissions being strengthened for LA. Admission process and spaces, as well as off-rolling.</p>	
10.	<p>Reading Ofsted Training</p> <p>At next curriculum, we can discuss and share any questions following Governors reading the materials.</p>	C&S Govs
11.	<p>2022 – 2023 Budget Approval</p> <p>Budget summary: Amendments have been put in to adjust against the rising cost of utilities. On the website there is more detail against the codes.</p> <p>Questions: A Governor asked: How does the increase with petrol effect the budget? For example running the two minibuses. <i>Tracey replied: without the minibuses, the children wouldn't have their cultural capital. Also in comparison with hiring a coach, it is far cheaper. It is important to recognise this and it is noted. It is always important to shop around and get the best quote. We have had discussions with staff regarding ways to save money, such as turning the interactive whiteboards off when the class is not in there.</i></p> <p>A Governor asked: Have we considered solar panels? <i>Headteacher Replied: Yes, PCC are now considering this for LA maintained schools as there could be a significant number on our roof. We may put these on the KS1 and KS2 hall, which would save us money in the long run.</i></p> <p>A Governor asked: Could we consider motion detective lights? <i>Headteacher replied: We are looking at this, and when we replace lights in the future, yes, this is an option we will take into consideration.</i></p>	
12.	<p>Governor Training</p> <p>Paul shared celebrations of those who had completed governor training: Sophie, Lauren, Lisa. Governors have got things booked for the future.</p>	<p>Action: Governors to look back at recommendations for training and</p>

		book any you require.
13.	<p>COVID update – The Development of home learning at Copnor Primary School during the Pandemic</p> <p>Shared the change in how the policy is different now.</p>	
14.	<p>Building works</p> <p>Headteacher explained that we are changing the outdoor area to ensure there is continuous provision for Year 1. This will have Astroturf on and use resources from the EYFS which we have double of, such as the mud kitchen, to enable Year 1 to carry out continuous provision. Matt has got 3 quotes.</p> <p>Building works for the Year 1 classroom have now been completed, which has a huge impact on learning as children can now hear.</p>	
15.	<p>Link Governor updates following visits</p> <p>All on Governor hub.</p>	<p>Action: COG: Please can we put the dates of when we have met with people on the visit forms.</p> <p>Lizzie to send form to Rachel and Lauren for them to evaluate and change</p>
16.	<p>Policies</p> <p>Agree the following:</p> <ul style="list-style-type: none"> • Health Protection in Education • Procedures for Isolating Children <p>Please make sure that you have read the above policies in advance of the meeting All agreed by Governors.</p> <p>Question: A governor asked: Why do you need to say standard cleaning products rather than giving the name of the product? <i>Darran explained that this because people were mixing products and making their own concoctions. These are products that have been authorised to be used.</i></p>	

<p>17. AOB</p> <p>Final Meeting</p> <p>Governor Emails</p> <p><u>Questions:</u></p> <p>HT: Are you happy for us to set you up with an email address for Governors? We can then link the sign in app to your account.</p> <p>Governors all agreed this</p> <p><u>Questions:</u></p> <p>COG asked: How has the uniform for parents gone down?</p> <p>Headteacher replied: <i>Parents have stipulated that if you wash them, they won't stay white. We will not be getting rid of the blue tops as research has shown that you can get cheaper blue tops from Lidl. We won't be forcing the branded ones on parents to ensure that we are looking out for our community with the rising cost of living.</i></p> <p>A governor asked: How is the website going?</p> <p>Headteacher replied: <i>It will go live later on in the summer term.</i></p>	
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Date of next Meeting:

- Resources – 22nd June 2022 6pm CPS: Lisa chair
- Curriculum & Standards – 15th June 2022 6pm CPS: Rachel chair
- WGB – 14th July 2022 6pm CPS: Lauren chair