



## WGB Minutes 25.03.25

### 6pm The Lodge

Any apologies please email [kpassingham@copnorprimary.co.uk](mailto:kpassingham@copnorprimary.co.uk)

In attendance: Lauren Findlay, Matt Johnson, Lizzie Shackleford, Lisa Lunn, Paul Goater, Jackson Ball, Jack Lister, Laura Sparrow, Jo Powell, Sam Sinclair, Charley Pitt, Vicki Landi, Charley Pitt, Michael Aldridge, Mirela Mihai, Richard Highfield, Karl Parry & Kerry Passingham

Prospective Governor: Laura Cane-Blayde

Apologies: Toby Simmonds, Tracey Pinkney, Jo Powell, Laura Sparrow

	Agenda Item	Actions
1.	Welcome & apologies for absence  Welcome to Laura. Experience of working with SEN children at an Outdoor Centre and also in their homes.	
2.	Thank you and goodbye to SW  The governors thanked SW for all her hard work, wished her well in her new venture and told her that she would be missed.	
3.	AOB - None	
4.	Declaration of Pecuniary Interests – None declared	
5.	<p>Minutes from:</p> <ul style="list-style-type: none"> <li>WGB 04.02.25 – Agreed. Ready to publish on the website</li> <li>C&amp;S 04.03.25 – Agreed.</li> </ul> <p>Pupil Premium Deep Dive extra discussion: A governor asked: <b>Is there anything you can do for parents that cannot access the internet?</b> MJ replied: During the child's 'Stay and play' day – we offer parents support to complete their forms if they need it.</p> <p>Up to parents to register, using their national insurance number, for free school meals. Only based on parental income.</p> <p>A governor asked: <b>Do we give parents a reminder that at the end of year 2, that universal free school meals end?</b> MJ replied: A letter is sent out to parents of Year 2 children in the summer term.</p>	KP to publish minutes on website

	<ul style="list-style-type: none"> <li>Resources 11.03.25 – Agreed.</li> </ul>	
6.	<p>Headteacher's Report – Spring Term</p> <p><b>Overview of data</b> – 622 at start of year now at 647 children. 622 is what we were funded on not the current total. Our funding for this financial year is significantly less because of these numbers. If nothing else changes, next year though we will be £200,000 better off when we give the 'snapshot in time' in October.</p> <p>A governor asked: <b>Where have the new children come from?</b> MJ replied: Some are new to country, some from other schools in Portsmouth or they have moved into Portsmouth. Gained more than previous years as we have had more places in KS2. We always have extra spaces available when the children move into KS2.</p> <p>Year R – we have only gained 4 children. Most have been in Years 5 &amp; 6. Year 6 only has one space.</p> <p>Mid-year transfers often come with more additional needs.</p> <p>A governor asked: <b>How many children in each class?</b> MJ replied: KS1 – maximum of 30 KS2 – maximum of 35 National standard is 30 to 1 – KS1 KS2 based on size of the rooms (square metreage) – size of your smallest room. Could be up to 42.</p> <p>Schools have a PAN (Published admission number) – our official PAN has not changed. Other schools have reduced theirs, but we have not.</p> <p><b>Attendance</b> – 94.5% just below national. Authorised attendance – below national average. Unauthorised is slightly above as we will not authorise holidays.</p> <p>A governor asked: <b>Has anything changed with the new holiday fines?</b> MJ replied: Parents still take them. Sickness has increased – parents may not tell us they are on holiday. Section 19 – the parents have to supply medical evidence after a certain number of days. Swings and roundabouts!</p> <p>Persistent absentees – 12.2% Top 60% of schools for this. (Attendance below 90%) 72 children at Copnor.</p>	

	<p>Those with persistent absenteeism get letters sent home where their attendance is compared with national.</p> <p>We aim for 96%. Their attendance percentage is accumulative.</p> <p>Data has to go to the DFE and to PCC. We then have to respond to the list of children identified.</p> <p>LF shared - <i>Working together on children's attendance</i> – document that you can read.</p> <p><b>Behaviour</b> – days lost to suspensions only 1 day. This is one child, and they are now on a reduced timetable. Dramatic improvement from previous years.</p> <p><b>Attainment</b> – 91%                      Last year 34% GD now 44 Last year overall was 78</p> <p>A governor asked: <b>How to the children feel about tests?</b> JB replied – In past we have had real anxiety from some of the children but they have all been much better this year. JL added: last week we had mock SATs week. Laid it all out as the week would be – breakfast first etc. The children were great. All very keen to get their results too!</p> <p><b>Staffing</b> – SW leaving. Plan not to replace a like for like role. Not a role profile that fits the role she undertook. Talked to Welfare Team, the LADO and PCC to discuss what the school needed now. We don't need to replace her safeguarding role as we can cover that in school. LADO not concerned about Copnor regarding referrals. We do the right referrals to the right departments. The challenge now is more around the whole parenting aspects/ support that disappeared over Covid times. We are replacing SW with a <b>Home-Link Worker</b>. Will go and support parents at home to help get the children into school. They will be specially trained to support. Hoping to reduce issues children may face in the future.</p> <p>A governor asked: <b>Have other schools done this?</b> MJ replied: They have School-Link Workers whereas our new role will be slightly different. LF added: Will enable us to have more TAF meetings (Team around the family). Try to give them help before they reach the threshold for social workers.</p>	
--	--	--

	<p>We don't have a lot of parents this will apply to but those it does are our 'hard to reach' parents.</p> <p>Impact may not be seen directly in school as when they are in school this is their safe space.</p> <p>A governor asked: <b>Will there be support for the Home-Link Worker?</b> MJ replied: They will have access to professional care - Trained councillors etc. There will also be Area network meetings for support.</p> <p>A governor asked: <b>How will safeguarding issues be assigned now between the three of you?</b> LS replied: Certain families are assigned to certain members of staff. Weekly meetings to discuss cases.</p> <p>A governor asked: <b>Will you be able to manage the workload?</b> LS replied: We are already doing so with SW's reduced hours. We have thought about it carefully and believe that we have sufficient staff to cover the school's safeguarding needs.</p> <p>We are not rushing to recruit. We want the right person to work with our families.</p>	
7.	<p>WGB Training Update</p> <p>PG - WGB Training needs to be agreed ready for September's training.</p> <p>Potentially, <i>Governor's Visits to School</i> – as we have lots of new governors?</p> <p>Please have a look at the list on Hampshire Services and let PG know your top 3.</p> <p>New governors all have the links to the training. IF you need any support let PG know.</p> <p>Employers should give you up to 10 paid hours per academic year to attend school governor responsibilities.</p> <p>Also need to do PREVENT training through the NSPCC.</p> <p>Existing Governors – PG going to be reviewing the training that has been undertaken. Will send out some ideas of suggested training. There is no statutory minimum requirement for training, but it is highly encouraged.</p>	All to look at training options and then let PG know your top 3.
8.	Governor Link Roles	

	<p>See Governing Body 24-25 updated document. Will be updated and uploaded onto the website.</p> <p>Website – monthly checks – could all take a month? Checks were assigned to governors for the next few months.</p>	KP to update and upload the new governing body structure.
9.	<p>Lunchtime Trial Update</p> <p>New system since half term. Greater access to outside and an afternoon break.</p> <p>We have seen a very positive impact. KS1 love being able to use the MUGA and play football.</p> <p>KS2 like socialising with other year groups. Year 6 like playing on the pirate ship!</p> <p>Came out of School Council and Pupil Voice.</p> <p>Behaviour issues at lunchtime that staff have to deal with have reduced significantly. JB – a lot less to deal with after lunch which had been having an impact on the afternoon’s learning.</p> <p>Less first aid issues too!</p> <p>Feedback from lunch staff has been very positive. Enjoying watching the children playing together and with all the new equipment.</p> <p>Staff are still having their required time for their breaks.</p> <p>Slight downside – the afternoon break means that lessons need to be juggled slightly.</p> <p>They do settle quickly after the afternoon break. JB as teachers we were a little bit worried about the afternoon break, but we have adapted. JL agreed the same in Year 6.</p> <p>No children are eating in the classrooms now, which is helping to preserve the newly decorated classrooms.</p> <p>Keeps the classroom clearly as their learning space.</p> <p>A governor asked: <b>When are we changing from a trial to permanent?</b> MJ replied: We are making a few tweaks. Our aim is making it permanent for the summer term.</p> <p>Any contractual issues will be discussed with individual lunchtime staff.</p>	

10.	Best Value Statement (to be agreed and signed in TP's absence)  Sent to all. If any comments, please let LF know and then she will sign off on it.	All to read BVS.
11.	Policies – No changes  SOAP - Attendance Matters August 2024 – one line addition. No other changes. We are compliant for Safer Recruitment. Enough governors are trained.	

Date of next meeting: **03.06.25**