



C&S & WGB Minutes 03.06.25

5.30pm The Lodge

Any apologies please email kpassingham@copnorprimary.co.uk

	Agenda Item	Actions
1.	Welcome & apologies for absence C&S	
2.	<p>SATs and internal data (5.30 – 6pm)</p> <p>Governors explored the SATs papers. There was a detailed discussion around the Reading paper and how the 2nd text had a diagram in for the question section.</p> <p>A Governor asked: What was the well-being like for our children? Matt replied that we had prepped the children really well during the academic year so they were ready for it. The Year 6 leader has really developed and has excellent organisation so the week went like clockwork.</p> <p>Two Governors added that they had carried out a monitoring visit on the Monday and the children were calm.</p> <p>The COG carried out a visit on Wednesday and also verified this on the Wednesday too.</p> <p>Discussions around internal data and shared the data from across the school. Progress is positive across the school.</p>	
3.	Welcome & apologies for absence WGB (6-6.30pm) Apologies: Tracey	
4.	AOB	
5.	Declaration of Pecuniary Interests	
6.	<p>Minutes from:</p> <ul style="list-style-type: none"> WGB 25.03.25 Ratified. Agreed. Resources 29.04.25 Ratified and agreed. 	
7.	<p>Staffing</p> <p>TA interviews will be coming up during summer 2 to support EHCPs coming in for September.</p>	
8.	Organisational Plans 2025-26	
9.	Head Injury Update	LS and SS – we will make the changes.

	<p>SS Investigated how other schools were recording etc. and other research Phone calls home – staff have a script to use.</p> <p>If leave a voicemail – it can be a little unnerving as a parent and they will phone up to check. Maybe ask the parent to ring school, without leaving details. Do we need a little more guidance? Only sign if parent collects and put a time they collected.</p> <p>A Governor asked: Is there a policy that goes alongside? Does it explain how this works on the First Aid Policy? Should there be another policy to go along with it or does the first aid policy align with the new form? LS – we will make the changes.</p> <p>A Governor asked: Should we put medical advice on it? Could just add a link to the NHS guidance? Add a QR Code?</p> <p>A Governor asked: Is it a paper copy for both? What about taking photos of a head injury and adding it? Would show how the injury looked when the child received the injury. Discussions followed. Better off – writing a description – when the child is collected share the description with a parent? Tick sheet – initially seen and then repeat as they are collected?</p> <p>Look at WGB in July – have another look after having had a review of how it has working?</p>	
10.	Dates Parents Open Evening	
11.	SIP Headlines	
12.	<p>Visit reports – to be sent around. LF – did one with work experience children We also did a SATs one – form is all completed PG – spoke to TP about audit. MJ said it had been cancelled due to cost (£3000)</p>	
13.	<p>Panel debrief and learning (6.30 – 8pm)</p> <p>COG – involved in early stages of panels but then cannot actually be on the panels – a strange position to be in. Know that she is needed in a pastoral role.</p> <p>Differing roles of all involved – is there training needed for these distinct roles.</p>	

	<p>MJ frustrations that because of Employment Law there are things that he couldn't say to the panels.</p> <p>A governor asked: Were the right decisions made despite this? MJ agreed that they were.</p> <p>PG agreed that the packs beforehand were very useful.</p> <p>Hard and fast rules as to what information is to be provided.</p> <p>Meeting before panels are needed to go through all the information that is provided.</p> <p>The hour before was useful but it wasn't enough.</p> <p>Time scales need reviewing.</p> <p>If going to be on a panel, could immediately be given some generic information and training that could be undertaken even if no date has been set.</p> <p>When being asked to join the panel, need a wellbeing check at the same time too. Time to go away and think about whether you are able to undertake the role.</p> <p>How much advance notice can be given to governors? SW shared you could give the barest details and say that there is likely to be a panel in a few months' time.</p> <p>Police involvement can tie MJ and COG's hands as to what can be shared.</p> <p>Wellbeing debriefs for those involved? One immediately after and then another one (as today's) at a later date. With HR? COG? Hot debriefs? Can also have six sessions with a counsellor.</p> <p>Complaints – lessons to be learned from Stage 1. Stage 2 was clearer. LF – need some training on how to handle Stage 1? How to support parent governors from other parents 'accosting' them on the playground about these issues.</p> <p>Need to be sure of your role and how to be a good governor.</p>	
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Date of next meeting: **15.07.25**