



## WGB Minutes 16.09.25

6.00pm 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, Toby Simmonds, Tracey Pinkney, Jo Powell, Jack Lister, Sam Sinclair, Charley Pitt, Vicki Landi, Charley Pitt, Michael Aldridge, Mirela Mihai, Richard Highfield, Karl Parry & Kerry Passingham

	Agenda Item	Actions
1.	Welcome & apologies for absence - LS	
2.	<p>AOB – Walk around to see work completed over the summer</p> <p>CP asked if there is a lockdown procedure for possible terror attacks.</p> <p>MJ has spoken to and reassured a very small number of parents.</p> <p>We practice this as a staff but not with children as it is too traumatic for them.</p> <p>All our doors are locked etc.</p> <p>Briefly discussed numbers on role this year.</p>	
3.	<p>Declaration of Pecuniary Interests</p> <ul style="list-style-type: none"> <li>- MA – Wife works in school</li> <li>- CP – Works for LA</li> </ul>	
4.	<p>Minutes from:</p> <ul style="list-style-type: none"> <li>• C&amp;S &amp; WGB 15.07.25 – All agreed</li> </ul>	
5.	<p>TOR WGB</p> <ul style="list-style-type: none"> <li>• Reviewed &amp; confirmed.</li> <li>• Looked at the new format with everything included.</li> <li>• MJ also shared Governor's Role Description</li> <li>• MJ also shared again where all the information is stored in the Governors Teams</li> </ul>	
6.	<p>Link Roles including:</p> <p><b>A governor asked:</b> What was expected in the link role? LF explained what the visits etc. would entail and how it would be reported back. MJ discussed the Teams form that needed completing. Coming once a term would be appropriate.</p>	KP to send around a sign-up form for checking the website. (Sign up for a month)

	<p>Look in Governor's Training Handbook for any pertinent training. Fortnightly newsletter also has updates.</p> <p>PG pointed to his post on the Teams board about training and discussed the opportunities for those new to governance and those developing their roles.</p> <p>Pastoral Role Meeting</p> <p>Pastoral Link roles – discussed meeting to see how the roles overlap. Teams meeting or face to face to discuss? Can do either.</p> <p>Still have one vacancy on the board but feel that we have a robust board and do not need anyone else at the moment.</p> <p>PTA link role – prospective governor L CB is going to take on this role with HA to reinvigorate the PTA</p>	KP to upload GB info to the website.
7.	<p>Ofsted Report – really positive outcome.</p> <p>MJ shared with parents and staff. Lots of very positive feedback from parents and the LA too.</p> <p>Briefly, discussed the report with Governors.</p> <p>Know that we need to work on MFL, Art and D.T. Have not been priority but will be now.</p> <p><b>A governor asked:</b> Were perceptions made because it's a big school? MJ responded – possibly but they saw that we still knew all our children. We value relationships and getting to know our children. Restorative conversations take place all the time, when the children are ready.</p> <p>Favourite quote was shared and has been shared in the school newsletter. Taken from a child out on the playground.</p>	
8.	<p>Safeguarding:</p> <ul style="list-style-type: none"> <li>KCSIE update 25 – 26</li> </ul> <p>MJ shared where the information is in the Governors Teams to look at and then answer a google form.</p> <p>In the ppt there is a link to the summary of KCSIE and of the three changes.</p> <ul style="list-style-type: none"> <li>Safeguarding 25 – 26</li> </ul> <p>MJ shared required training for FGM and GDPR.</p> <p>MJ spoke about the focus on record keeping in schools. Parents are asking more and more for information about their children from schools.</p>	<p>All governors to do KCSIE update training and then email KP and PG so that we are all compliant.</p> <p>MJ to email out ppt to all governors.</p>

	<p>Governors undertook training on appropriate record keeping. It has to be really factual. You need to use the actual language that the children used. Ideally, we record the incidents/ information on the days that we receive.</p> <p>As governors we need to be mindful of the language that we use when we complete visit reports as they could be called upon.</p>	
9.	<p>SIP 2025 – 26</p> <p>MJ shared this year’s SIP and explained the focuses further. Four areas – adaptive practice (SS leading), restorative and relational practice (MJ leading), oracy (LS leading), strong foundations in EYFS (CB leading with EYFS team)</p> <p><b>A governor asked</b> – Is connection circles new? MJ responded: Not really – it is similar to circle time but with a more serious/deeper element - sharing and restorative. It starts by building connections with each other then looks at scenarios – fictitious or real. Come up with rules as a class as you don’t want anyone to feel uncomfortable. The children usually remain in their seats. They do not have to contribute if they do not want to.</p> <p>They can also be used as a place to gently create change e.g. in playground behaviour.</p> <p><b>A governor asked</b> – Is it used on an ad hoc basis? SS responded – we do it once a week and then when needed.</p> <p>LF suggested could we use Connection Circles in governors? Governors to reflect on their personal thoughts and let LF know.</p>	All non-staff Governors to let LF know about their thoughts with regarding Connection Circles.
10.	<p>Date of December WGB</p> <ul style="list-style-type: none"> <li>2<sup>nd</sup> December – agreed to change to this date from 9th</li> </ul>	
11.	<p>Polices</p> <ul style="list-style-type: none"> <li>Statutory Admissions Arrangements Policy Child Protection updated with KCSIE Low level Concerns Teachers Pay – please look at the information and let MJ know any thoughts. Are you happy to adopt it or write your own? – All agreed to use PCC.</li> <li>SOP – no changes to Induction and Appraisals and Capability. One change in Breakfast and After School Club – added in section if picked up late – will be charged £2 per 15 minutes. Will go onto Scopay account. Once paid off they can return. Accompanying letter will advise that if this happens three times in a year, the child will no longer be able to attend.</li> </ul>	MJ to email PCC confirming.

Date of next meeting: **2<sup>nd</sup> December**