



## FULL GOVERNING BODY MEETING AGENDA Monday 22<sup>nd</sup> May 2017 at 6.00 pm

**Please ensure that you have read through the papers before the meeting to enable the meeting to progress effectively.**

ITEM	STANDING ITEMS	TIME	LEAD	PAPER
1.	<b>APOLOGIES FOR ABSENCE</b> Governors to approve apologies received	2 min	Clerk	
2.	<b>DECLARATION OF BUSINESS INTERESTS</b> Governors to declare any interests against items on the agenda	2 min	Chair	
3.	<b>IN-HOUSE TRAINING</b> Presentation on the Forest School	15 min		
4.	<b>MINUTES OF THE LAST MEETING (6/3/17)</b> Governors to <ul style="list-style-type: none"> <li>• approve and sign the minutes of the last meeting</li> <li>• discuss any Matters Arising</li> </ul>	10 min	Chair	✓
5.	<b>FINANCE REPORT</b> Governors to <ul style="list-style-type: none"> <li>• receive end of year accounts 2016/2017 (outturn report)</li> <li>• agree three year budget plan 2017/2020</li> <li>• receive auditors' report and discuss any matters arising</li> <li>• receive Finance and I&amp;E Reports and discuss any matters arising</li> <li>• agree Finance Policy</li> </ul>	30 min	BDM	✓
6.	<b>GOVERNING BODY MATTERS</b> Governors to discuss <ul style="list-style-type: none"> <li>• NGA membership</li> <li>• Skills audit</li> <li>• Agree date for Ofsted training</li> <li>• Governor monitoring visits</li> </ul>	20 min	Chair	✓
7.	<b>LEADERSHIP &amp; MANAGEMENT REPORT</b> Governors to discuss any matters arising <ul style="list-style-type: none"> <li>• Update on KSENT fusion</li> </ul>	15 min	EHT	
8.	<b>LEARNING, BEHAVIOUR &amp; SAFETY REPORT</b> Governors to <ul style="list-style-type: none"> <li>• receive reports and discuss any matters arising from Q &amp; A feedback (see Appendix for details of visit reports since last meeting)</li> <li>• Parent View Survey Report</li> </ul>	10 min	Chair	✓
9.	<b>SAFEGUARDING</b> Governors to discuss any issues	10 min	Chair	
10.	<b>HEALTH &amp; SAFETY</b> Governors to discuss any issues	10 min	CW	

11.	<b>POLICIES</b> Governors to <b>agree</b> the following policies (available on KLZ):	10 min	Chair	
	<ul style="list-style-type: none"> <li>• Admissions</li> <li>• Safeguarding</li> <li>• Pay &amp; Reward</li> </ul>			
	Governors to <b>note</b> school policies:			
	<ul style="list-style-type: none"> <li>• Recruitment</li> <li>• Equal opportunities</li> <li>• Fairness at work – bullying &amp; harassment / grievance</li> <li>• Flexible working guidance</li> <li>• Redundancy</li> <li>• School Security</li> <li>• Educational visits</li> </ul>			
12.	<b>SCHOOL WEBSITE</b>	10 min	AH	
	<ul style="list-style-type: none"> <li>• Governors to receive update on website</li> </ul>			
13.	<b>ANY OTHER BUSINESS</b>	5 min	Chair	
	<ul style="list-style-type: none"> <li>• Governors to consider any urgent items</li> </ul>			
14.	<b>CONFIDENTIALITY</b>	2 min	Chair	
	<ul style="list-style-type: none"> <li>• To consider whether any items should be kept confidential</li> </ul>			
15.	<b>DATE OF NEXT MEETING</b>	2 min	Chair	
	To be confirmed as Monday 10 <sup>th</sup> July 2017 at 6.00pm			

The papers are available on the governors' secure area on KLZ in the GB meeting folder or 'Governor Visits' folder.

## Visit reports received since last GB meeting

### FORMAL VISITS

Date	Governor	Contact	Focus of visit
3/3/17	Kate Yeoman Annette Jonker Lisa Hutchinson	Bev Edwards Paisley O'Sullivan Caroline Pratt Becky Stoker Rob Manhire	Development and support of new staff and student teachers
2/3/17 28/3/17	Craig Rankin	Irene White Claire Smith Mel Winter Jimmy Peters	To ensure that British Values and SMSC are embedded in the curriculum through the adoption of our co-operative values.
20/4/17	Lisa Hutchinson Annette Jonker Kate Yeoman	Shane Donovan KS4 Teachers & TA's	1) Pupil engagement in learning (including independence and active learning) 2) How do teachers know if pupils have made progress in lessons? How are lessons differentiated to support different needs (including more able and less able)? 3) Do pupils have confidence in developing and applying core skills?
21/4/17	Kate Yeoman Colin Wimsett	Lisa Clutterbuck Julie Howell	Early Years Progress Data - What systems are used to record pupil progress in the early years?

**INFORMAL VISITS**

Date	Governor	Event / Focus	Year Group or Class
2/3/17	Kate Yeoman Lisa Hutchinson Annette Jonker	Pupil Asset	Debbie Richards Tanya Lees
14/3/17	Annette Jonker	Parent Forum	Claire Lucas Jimmy Peters