

WOODFIELD PRIMARY SCHOOL AUTUMN TERM GOVERNING BODY MEETING

20th SEPTEMBER 2017 AT 8:00AM

AGENDA

1. WELCOME/APOLOGIES FOR ABSENCE

2. DECLARATION OF PERSONAL AND BUSINESS INTEREST

- a) Individual governors to declare any personal or business interests on any item on the agenda.

3. URGENT ITEMS OF BUSINESS

- a) To be addressed by the Chair if applicable.

4. GOVERNING BODY MINUTES

- a) Approval of the minutes of the Governing Body meeting held on 26th May 2017 (LGB) & 4th July 2017 (Resources); **attached**
- b) Matters Arising (not already covered on the agenda).

5. COMMUNITY/STANDING ITEMS:

- a) Election of Officers as appropriate
- b) Agree any Committee Structures, membership and Terms of Reference for all Committees and working groups.
- c) Agree Link Governors for Key priority areas
- d) Reviews of Compliments and Complaints Policy **attached**
- e) Receive and note reports from Link Governors **attached**

6. FINANCE AND LEGAL UPDATE

- a) J Miller to provide an update on latest budget monitoring; **attached**
- b) Approval of School Letting and Remissions Policy **attached**
- c) Note Trust Finance KPIs **attached**

7. PERSONNEL/HR

- a) J Miller to provide an update on staffing which includes absences/new starters **attached**
- b) Governors to note Home School Agreement which includes staff code of conduct **attached**
- c) Approval of Teacher Pay Policy and Appraisal Policy **attached**

8. SCHOOL IMPROVEMENT, INCLUSION

- a) Head Teachers Report **attached**
- b) Review last year's academic outcomes **attached**
- c) Strategic Overview of Priorities for 2017/18 **attached**

SAFEGUARDING AND COMPLIANCE

- d) Approval of Safeguarding Policies in line with Statutory Guidance
- e) Note annual safeguarding audit
- f) Review Safeguarding Staff Training records
- g) Note safeguarding compliance report from Trust
- h) Note attendance of pupils' report

9. TRUST UPDATE

- a) Chair/Headteacher to provide Trust update

10. ANY OTHER URGENT BUSINESS

- a) Governors to inform the Chair prior to the meeting of anything they wish to raise under this item.

11. CONFIDENTIALITY

- a) To consider any items classified at confidential.

12. DATES OF FUTURE MEETINGS

- a) Autumn Term 2 meeting to be agreed at the end of the LGB meeting

13. ADDITIONAL TRAINING

- a) At the end of the LGB meeting there will be an additional training session with a focus on Pupil Premium. Lily Betts will outline the Pupil Premium Strategy for Woodfield Primary School to diminish the difference in relation to the attainment gap. This session will be approximately 45 minute duration.
- b) The PDM programme for the Autumn Term was emailed to all Governors. Please inform J Miller if you are intending to attend any sessions in advance as sometimes they are subject to change.