

**St Mary & St John CE Primary School Full Governing Body Meeting
Thursday, 11 October 2018, 7.00 pm (Term 1)**

AGENDA

1.	Welcome, apologies, quorum		
2.	Declarations of any other urgent business		
3.	Declarations of business/pecuniary/other personal interest in any agenda item		
4.	Minutes of Full Governing Body meeting, 3 July 2018 (Term 6)		
5.	Matters arising from the minutes		
	Action (by Term 1 GB meeting, unless stated otherwise)	Who	Outcome
Action 1	LB to confirm requirements of Public Sector Equality Duty Statement and discuss Equality Objectives with the Leadership Team, and report at GB meeting.	LB	In progress – Term 2
Action 2	MAS to sample online governor induction training available via ‘The Key’ and report back. * MAS booked to attend OCC governor induction training (with JW, SF), November 2018	MAS	Closed *
Action 3	Governors to review parent consultation report and send comments to SF.	All Govs	Completed (Item 10)
Action 4	CB and MAS to carry out pupil voice visits, bring report to Term 1 or Term 2 GB meeting.	CB, MAS	In progress – Term 2
Action 5	SF and RMo to meet with Comper governors to discuss funding and future partnership working.	SF, RMo	Completed (Item 11)
Action 6	SF to circulate last year’s GB self-evaluation report; governors to review report in advance of this year’s GB self-evaluation discussion, Term 0 GB meeting.	SF, All Govs	Completed
6.	Minutes of Full Governing Body meeting, 18 September 2018 (‘Term 0’)		
7.	Matters arising from the minutes		
	Action (by Term 1 GB meeting, unless stated otherwise)	Who	Outcome
Action 1	LB and the leadership team to draw up the SDP for 2018/19, for discussion and approval at next GB meeting, including how impact of planned actions will be monitored.	LB	Completed (Item 10)
Action 2	Governors to submit to SF proposed points for action based on outcomes of parent consultation.	All Govs	Completed (Item 10)
Action 3	SF to circulate to all governors details of how to access ‘The Key for School Governors’.	SF	Completed
8.	Headteacher’s reports		
	<ul style="list-style-type: none"> • Headteacher’s report – short-form report • Comper – report 		LB LB, JG
9.	Headline updates from committees		
	<i>Standing item to improve communication and understanding by the whole GB of recent work of each of the main committees. Format: brief (two minutes) verbal report from the chair of each committee. Limited time available for questions, or reference to minutes. Longer discussion, if required, to be scheduled for later.</i>		
	<ul style="list-style-type: none"> • Curriculum – incl. data headlines; CC goals, priorities for 2018/19 • Finance, Premises & Staffing – incl. budget headlines; FPS goals, priorities for 2018/19 		CB RMo
10.	School development		
	<ul style="list-style-type: none"> • School development plan, 2017/18 – final review • School development plan, 2018/19 – discussion, approval; plans for monitoring • 2017/18 parent consultation – points for action • Autumn 2018 parent consultation (post-it boards) – planning, incl. questions to ask 		LB LB LB SF
11.	Partnership with Comper		
	<ul style="list-style-type: none"> • Partnership funding – report • Future partnership working – discussion, planning 		RMo RMo, SF, LB
12.	Pupil Premium annual statement – approval		LB
13.	Looked After Children annual report to Governing Body		LB

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Continued

14.	Child Protection & Safeguarding <ul style="list-style-type: none"> • Child Protection & Safeguarding policy – approval 	LB, MAS
15.	Provision for children with special educational needs/disabilities (SEND) <ul style="list-style-type: none"> • SEND annual report to Governing Body • SEND parent questionnaire – report 	BG, MAS BG, MAS
16.	Admissions for 2019/20, draft policy – short report	EK
17.	Schools partnership and academy options – update <i>Standing item – deferred to Term 2.</i>	–
18.	General Data Protection Regulation – update <i>Standing item – deferred to Term 2.</i>	–
19.	Visits to school by governors <i>(since Term 6 meeting, 3 July 2018)</i>	All
20.	Training undertaken by governors <i>(since Term 6 meeting, 3 July 2018)</i>	All
21.	Reports from committees/other groups <i>Not for further discussion at this meeting. Notice only, of minutes circulated or to be circulated.</i> <ul style="list-style-type: none"> • Curriculum Committee – <i>meeting 1 October 2018</i> • Finance, Premises & Staffing Committee – <i>meeting 4 October 2018</i> • PTA – <i>meeting 24 September 2018</i> 	CB/SF RMO/SF PTA
22.	Dates of meetings for governors, 2018/19 <i>Please note changes.</i>	SF
23.	Any other urgent business <i>(ref. item 2)</i>	
	Future agenda items <ul style="list-style-type: none"> • Annual Safeguarding report to Governing Body (Term 2) • Summer 2018 pupil voice visits – report (Term 2) • Governor training needs – review, plans for 2018/19 (Term 2) • School development plan, 2018/19 – first review (Term 3) • See also <i>Year plan of key Mary & John Governing Body tasks and dates, 2018/19</i> 	
	Next Full Governing Body meeting (Term 2) Monday 3 December 2018, 7.00 pm	

Meeting should be finished by 9.00 pm.