



**St. Mary's CE Primary School**  
**Full Governing Body Meeting**  
*Thursday 10<sup>th</sup> October 2019 @ 7.00 pm*

*7-7.05: Welcome*

1. Welcome / Opening Prayer / Apologies.
2. Declarations of Interests.

*7.05-7.45: Knowledge*

3. Staff Presentations :-
  - (a) Maths – Maths Mastery. (Mark Lett/Courtney Rinaldi)
  - (b) Curriculum. (Amanda Bishop)

*7.45-7.50 - Governor admin pt 1*

4. Election of Chair/Vice Chair.

*7.50 –8.30: School Improvement*

5. Head teacher's termly report to governors: -  
Discussion focus:-
  - (a) Strengths and weaknesses of the school.
  - (b) SDP.
6. Super Schools Profile.
7. Faith Group Update.
8. School Link Inspector's Termly Notes of Visit.
9. SYCOL:-
  - (a) Verbal Update.
  - (b) Governor training – L&M Committee.

*8.30-8.50 – Governance*

10. Governor visits - 2019-20 programme:-
  - (a) Report template.
  - (b) Governor Visit Reports (for information only) – SATs/Early Years/IPC.
11. Governor Training: Bishop Certificate:-
  - (a) Nature and Purpose of Church Schools – module 1.
  - (b) Ofsted training.
  - (c) Educare – Safeguarding.

12. Communication with parents – Progress & Learning meetings/School News/Parent survey.
13. Chair's Report.

*8.50 -9.10: Reports/Decisions/policies*

14. Committee Reports:-
  - (a) Pupil Committee (12 June). (LoR)
  - (b) Leadership & Management (27 June). (AW)
  - (c) Resources Committee (18 July). (JK)
15. Pay committee feedback.
16. HTPM Review arrangements.
17. Finance & Premises Updates:-
  - (a) Adoption of LA Financial Handbook Procedure.
18. Policies:-
  - (a) Adoption of LA Human Resources Statutory Policies.
  - (b) Safeguarding Policy – Annual review.
  - (c) Pay Policy.
  - (d) SEN Information Report.

*9.15-9.30: Admin*

19. Governing Board Administration:-
  - (a) Register of Business Interests.
  - (b) Changes to Governing Body Membership.
  - (c) DBS Clearances / 'Get Information about Schools' – confirmation all up-to-date.
  - (d) Parent governor election (for key posts & gvs).
  - (e) Instrument of Government – approval.
  - (f) Review Scheme of Delegation & Committee Structures.
  - (g) Review Annual Governance Impact Statement – approval.
  - (h) Review Code of conduct – approval.
  - (i) Review 19/20 agenda and policy review cycle – approval.
20. Minutes of the previous full Governing Board meeting on 16<sup>th</sup> May 2019 and matters arising.
21. Date and time of next meeting – Thursday 23<sup>rd</sup> January 2019.
22. AOB:- Brexit (food/medicines)