



St. Mary's CE Primary School
Full Governing Body Meeting

Thursday 30th September @ 6.00 pm
Venue: Remote (via Zoom)

6.00 – 6.10 Welcome

1. Welcome / Opening Prayer / Apologies.
2. Declaration of Interests.
3. Note any new appointments – welcome to new parent governors / re-appointment of PJ / Farewell to SMcG.

6.10 – 6.25 Governor Admin Part 1

4. Election of Chair (Co-Chair) and Vice Chair.
5. Head Teacher Appraisal.

6.25 – 6.50 GOVERNING BOARD STRATEGY AND ADMINISTRATION Part II:

6. Governing Board Administration:

- a. Disclosure & Barring Checks (DBS) Checks.
- b. Code of conduct: Adopt Code of Conduct 21/22 - **all Governors to sign**. (Paper 6b attached)
- c. Review Scheme of Delegation and committee structures. (Paper 6c attached)
- d. Register of Business Interests: **all Governors to sign** – to be published on website. (Paper 6d attached)
- e. Get Information about Schools (formerly Edubase) – Confirm this is up to date.
- f. Website compliance checklist.

7. Governing Board Strategy 2021-22:-

- a. Agree Governing Board Annual Work Planner 21-22 and Policy Review Schedule.
- b. Update on governor training.
- c. Annual Governance Impact statement – to minute approval.
- d. Governing Board Self Evaluation.

8. Minutes of previous FGB meeting held on 6th May & Matters Arising.

(Summary of Action points set out below for ease of reference) (Paper 8 attached)

6.50 – 7.20 REPORTS

9. Headteacher's report. (Papers 9/9a attached)

- a. COVID-19 update
 - i. Catch up funding. <http://www.stmarysschoolputney.co.uk/catch-up-premium/>
- b. SEF. (Paper 9b attached)
- c. School Development Plan. (Paper 9c attached)
- d. Pupil Premium Report . (Paper 9d to follow under separate cover)
- e. Governor visits. (Paper 9e Governor Visit Schedule 2021/22 attached)
(Copies of Summer visit reports attached for information (Papers 9ei-vi) – SEND/History/Maths/MFL/PSHE/Summer schedule))
- f. Super School Profile 2021. (Paper 9f attached for information)

10. **Safeguarding:-**
 - a. KCSIE – new guidance 1st September 2021 – all Governors to confirm they have read Parts I and II (Papers 10ai/ii/iii attached).
 - b. Report from Link Governors.
11. **Health and Safety:-**
 - a. Report from Link Governor. (verbal)

7.20 – 7.40 FINANCE AND POLICIES

12. **Financial Management:-**
 - a. 2021-22 Budget Plan monitoring (Receive and Note). (Paper 12a attached)
 - b. Adoption of LA Financial Handbook Procedure.
 - c. Teachers' pay award 2021.
13. Equality information and objectives statement for publication. (List of objectives to follow under separate cover)
14. **Policies:-**
 - a. Approval of HR Handbook. (List of Policies school adopts attached as Paper 14a)
 - b. Safeguarding & Child Protection. (Paper 14b attached)
15. Any Other Business.
16. Date and time of next:- (Meeting date schedule 21/22 attached as Paper 16)

**Spring FGB meeting – Thursday 13th January 2022.
(Committee Meetings:- Pupil 21st Oct / L&M 18th Nov / Resources 9th Dec)**