



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

Thursday 26th September 2024 @ 6.00 pm
Venue: Y6 Classroom

1. Welcome/Opening Prayer/Apologies: LO'R, JW
2. Declaration of Interests

6.10 – 6.25 Governor Admin Part 1

3. **Election of Chair (Co-Chair) and Vice Chair**
4. **Minutes of previous FGB meeting held on 8th May & Matters Arising**

6.25 – 7.00 GOVERNING BOARD STRATEGY AND ADMINISTRATION Part II:

5. **Governing Board Administration:**
 - a. Review Instrument of Government (*to ensure it is fit or purpose*)
 - b. Review Scheme of Delegation and committee structures
 - c. Code of Conduct: Adopt Code of Conduct 2024/25 - all Governors to sign confirmation form
 - d. Register of Business & Pecuniary Interests 2024/25 - all Governors to complete and sign attached form – information will be published on website
 - e. Disclosure & Barring Checks (DBS) Checks
 - f. Get Information about Schools (formerly Edubase) – Confirm this is up to date
 - g. Annual Governance Impact statement
 - h. Parent Governor Election
6. **Governing Board Strategy 2024-25:-**
 - a. Update on governor training – The Bishop's Certificate
7. **Governing Board Committees Updates:-**
 - a. Pupil
 - b. L&M
 - c. Resources
 - d. Agree HT Performance Management Committee
 - e. Pay Review Committee
 - f. Admissions Committee membership – medical representation

7.00 – 7.30 REPORTS

8. **School Reports**
 - a. Vision, Mission and Values
 - b. Head Teacher's report
 - c. Overview SEF – to include headline results 2024
 - d. Draft School Development Plan
 - e. Ofsted and SIAMS Update
 - f. Academic Year 2025-26 Dates

9. **Safeguarding:-**

- a. KCSIE – new guidance 1st September 2024 – all Governors to sign to confirm they have read the guidance.
- b. Governor Training

7.30 – 7.50 FINANCE AND POLICIES

10. **Financial Management:-**

- a. 2024 -25 Budget Plan monitoring (Receive and Note)
- b. Adoption of LA Financial Handbook Procedure and approval of Scheme of Financial Delegation
- c. Teachers' Pay award 2024

11. **Policies:-**

- a. Safeguarding & Child Protection
- b. Admissions Policy 2026-27
- c. SEND Information Report
- d. Approval of HR Handbook.

12. Any Other Business

13. Date and time of next:-

Autumn Committee Meetings:-

- Pupil 17th Oct @ 6.00 pm (virtual meeting)
- L&M 4th Dec @ 6.00 pm (virtual meeting)
- Resources 12th Dec @ 6.00 pm (virtual meeting)
- Faith Group 12th December @ 13.45 (at school)

Spring FGB meeting – Thursday 23rd January 2025.