

Hotham Primary School Governing Body

SPRING TERM 2023 FULL GOVERNING BODY MEETING

Thursday 16th March 2022 at 6.00 pm

Agenda Part 1

1. Welcome / Apologies.
2. Declarations of Interest.
3. Governing Board Administration:-
 - a. GB Membership Update – Welcome JMa & AOK - 1 x Co-Opt Vacancy
 - b. DBS Checks/GIAS data completion. (To confirm for minutes that DBS &GIAS data is up to date)
 - c. GB Wandsworth Declaration Checks *DDG to circulate prior to meeting and or bring paper copies*
 - d. Updated Policy Schedule.
 - e. Governor Training.
 - f. Governor Visits dates/reports.
 - g. Chair's Report.
4. Minutes of the previous Full Governing Board meeting 24th November 2022 and matters arising. (*Paper 4 attached*) (*For ease of reference action point summary set out on page 4 below*)
5. Reports from Committees:- (*Draft minutes of committees' Spring term meetings attached for information*)
 - a. Planning & Resources Committee (12th Jan). (MS) (*Paper 5a attached*)
 - b. Children, Families & Communities Committee (2nd Feb) (RG) (*Paper 5b/bi* attached*)
** Curriculum PowerPoint attached for information, if governors have any questions on this please forward in advance of meeting.*
6. Financial Management:- *some of these items to be covered at Budget Ratification meeting 27th March*
 - a. Financial Audit Feedback 6th February.
 - b. Budget Plan Monitoring (Receive & note).
 - c. Bud get 2023/24 - *Meeting to review and approve 2023/24 Budget – 27th March @09.00 am - open to all to attend.*
 - d. Schools Financial value Standard (SFVS) – for FGB Approval.
 - e. Review three-year budget forecast.
 - f. Review and agree any staffing structure changes.
 - g. Receive and evaluate financial benchmarking data.
 - h. Review education recovery plan.
 - i. Receive and update the school's risk register.
7. Headteacher's termly report to governors:- to include:
 - a. Wellbeing – Pupils and Staff
 - b. Attendance
 - c. Behaviour monitoring
 - d. Exclusions

- e. Report on Pupil Progress
- f. Other SDP Progress
- g. Staffing; Implementation of appraisal policy & CPD, recruitment
- h. Parental Engagement
- i. SIP notes of visit/contact

8. SEND update. (*Standing Item*) (*Paper 8 Attached*)

9. Safeguarding update. (*Standing Item*)

10. New 'Food' Guidance <https://www.gov.uk/government/publications/school-food-standards-resources-for-schools/school-food-guidance-for-governors> Introduction/update on Happy Healthy Hotham

11. GDPR update. (*Standing Item*)

12. Health & Safety. (Premises and procedures e.g. fire evacuation)

13. Policies:- (Available to view on Basecamp)

- a. Staff Wellbeing and Workload Policy – update.
- b. CCTV Policy
- c. Statement of Behaviour Principles – following consultation Jan '23.
- d. Complaints Policy - RBS proposed edits.
- e. Supporting Children with Medical Conditions including Children with Health Needs who cannot attend school. (Reviewed by CFC 12 01.22 and recommended to FGB for approval).

For information only:-

- f. **Nursery Admissions.** (Reviewed and approved by P&R 26/1/23)
- g. **Remote Learning Approach** (Reviewed by CFC 02/02/23) This document has been written based on non-statutory DfE Guidance - Providing remote education: guidance for schools updated 23 Jan 2023
- h. **RHE Policy** (Reviewed and approved by CFC 02/02/23)
- i. **Collective Worship Policy.** (Reviewed and approved by CFC 02/02/23)

14. Any Other Business.

- a. New School Uniform.

15. Any Items of Confidential Business.

16. Date and time of next FGB meeting:- **Thursday 13th July 2023 @ 6.00 pm**

Dates for Committee Summer term meetings are:-

- a. P&R Committee Budget Meeting – Monday 27th March @ 09.00 am (open to all)
- b. CFC Committee – Thursday 27th April @ tbc
- c. P&R Committee – Thursday 18th May @ tbc
- d. Strategy Group – Tuesday 20th June @ tbc