



AGENDA

Stoke Heath Primary School Governing Board

Date and time: Thursday 22nd September 2022 at 4.30pm
Place: Virtually via MS Teams

1. **Apologies for absence (1min)**
Governors to consider if appropriate to accept apologies
2. **Election of Chair (2 min)**
To elect a Chair of the Governing Board.
3. **Election of Vice Chair (2 min)**
To elect a Vice - Chair of the Governing Board.
4. **Declaration of Interest (2 min)** **DOCUMENT 1**
Governors to declare any pecuniary or other interest in any items of business on the agenda.
Governors are asked to electronically record their Declaration of Interest(s) on their GovernorHub profiles and update for 2022/23.
5. **Action taken under powers of urgency (2 min)**
To report any decisions taken under powers of urgency by the Chair.
6. **Membership and Review of Governor Responsibilities (15 min)**
Vacancies, expiring terms of office and actions to be taken as follows:
 - i) Approval of Local Authority Nominated Governors – Becky Stewart’s term of office will finish on 5th December, Governing Board to re-appoint.
 - ii) Co-opted Governors – There are three vacancies
 - iii) Governor Responsibilities and Terms of Reference **DOCUMENT 2**
 - iv) Governing Board Code of Conduct **DOCUMENT 3**
Governors are asked to electronically record their agreement to abide by the Code of Conduct on their GovernorHub profiles
7. **Governor Information & Training (10 min)**
 - i) Update from the Link Governor
 - ii) Discuss outcomes of Governing Board Self Review and Skills Audit. If a review or skills audit has not been conducted, consider doing one.
 - iii) Discuss Governing Board Training Needs – A reminder that annual safeguarding training is required.
 - iv) Learning Link – online modules **DOCUMENT 4**
<https://www.nga.org.uk/Training-and-Development/NGA-Learning-Link-e-learning.aspx>
 - v) Next Governor Briefing Dates: **TBC**
8. **Minutes of the last meeting and matters arising** **DOCUMENT 5**
 - i) To confirm the minutes of the meeting held on 7th July 2022. **(3mins)**
 - ii) Matters arising from the minutes not on the agenda (including actions from the last meeting)**(5min)**

- 9. Statutory Policy Approval (10mins)**
- i) Policy Requirements- To receive the GSS Publication for information **DOCUMENT 6**
 - ii) Safeguarding Policy **DOCUMENT 7**
 - iii) **KCSIE – Updated September 2022:**
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1080047/KCSIE_2022_revised.pdf
 - iv) Appraisal and Capability **DOCUMENT 8**
 - v) Attendance **DOCUMENT 9**
 - vi) Admissions **DOCUMENT 10**
 - vii) Behaviour **DOCUMENT 11**
 - viii) Special Educational Needs and Disabilities **DOCUMENT 12**
- 10. Headteacher report** **DOCUMENTS 13 - 15**
- **Data (presentation)** **DOCUMENTS 16 - 18**
- 11. Leadership and Management**
- i) School Evaluation & Monitoring- evidence of improvement against key priorities in the School Improvement/Development Plan **DOCUMENT 19**
 - ii) Quality of Teaching Update
 - iii) School Curriculum Update
 - iv) Note the publication of the school inspection handbook (September 2022)
- 12. Provision**
- i) SEND and Inclusion
 - ii) Safeguarding
 - iii) Use of and impact of Catch Up Funding - Ensure the school complete the School Led tutoring year end statement
 - iv) Sports Premium Update **DOCUMENTS 20 & 21**
- 13. Dates of Future Meetings: (2 min)**
- Autumn 2022:**
 Thursday 6th October – Governor Training 4.30pm – 6.00pm
 Training Morning w/c 7th November 09:00 – 12:00
 Thursday 8th December – Governing Board RM Focus
- Spring 2023:**
 Thursday 19th January - Governing Board Q&S Focus
 Training Morning w/c 23rd January 09:00 – 12:00
 Thursday 2nd March – Governor Training 4.30pm – 6.00pm
 Thursday 30th March – Governing Board RM Focus
- Summer 2023:**
 Training Morning w/c 15th May 09:00 – 12:00
 Thursday 18th May – Governing Board Q&S Focus
 Thursday 8th June – Governor Training 4.30pm – 6.00pm
 Thursday 13th July – Governing Board RM Focus
- Governing Board meetings to commence at 4.30pm and would be virtual via MS Teams.**
- 14. Any other urgent business previously notified to the Chair (5 min)**

15. Publication of Documents (1 min)

To consider whether any documents discussed at the meeting or items contained within them should be excluded from publication.

Jacqui Shearer - Clerk to the Governors

Contacts: ☎ Tel 024 7697 2102 ✉ e-mail Jacqueline.shearer@coventry.gov.uk



Coventry City Council

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