



AGENDA

Stoke Heath Primary School Governing Board Quality and Standards Focus Meeting

Date and time: Thursday 19th January 2023 at 4.30pm
Place: Virtual Via MS Teams

- 1. Apologies for absence (1min)**
Governors to consider if appropriate to accept apologies
- 2. Declaration of Interest (2 min)**
Governors to declare any pecuniary or other interest in any items of business on the agenda. Reminder to update Declaration of Interest(s) on their GovernorHub profiles and update for 2022/23.
- 3. Action taken under powers of urgency (2 min)**
To report any decisions taken under powers of urgency by the Chair.
- 4. Membership and Review of Governor Responsibilities (15 min)**
Vacancies, expiring terms of office and actions to be taken as follows:
 - i) Appointment of Co-Opted Governors – There is one vacancy.
- 5. Governor Information & Training (10 min)**
 - i) Update on Training from Link Governor or Governing Board discussion
 - ii) Discuss Governing Board Training Needs – A reminder that annual safeguarding training is required.
 - iii) Next Governor Briefing Dates:
Tuesday 14th February – One Friargate 1pm – 2pm and repeated on
Wednesday 15th February – Virtual MS Teams 6pm-7pm
 - iv) Governor Information on the School Website and updating Get Information About Schools (GIAS).
 - v) Governor Support Service SLA for 2023/24 – Structure, Paper or Electronic Support
- 6. Minutes of the last meeting and matters arising** **DOCUMENT 1**
 - i) To confirm the minutes of the meeting held on 8th December 2022. **(3mins)**
 - ii) Matters arising from the minutes not on the agenda (including actions from the last meeting)**(5min)**

SMSC Lead presentation Sophie Sawbridge

Data presentation Danielle Craig
- 7. Statutory Policy Approval (10mins)**
 - i) EYFS **DOCUMENT 2**
 - ii) Preventing Extremism and Radicalisation **DOCUMENT 3**
 - iii) Online Safety **DOCUMENT 4**

8. Approval of Term Dates and Teacher Days for 2023/24 (5mins)

- Friday 1st September 2023 (possibly disaggregated TBC)
- Monday 4th September 2023
- Friday 27th October 2023
- Friday 1st December 2023 (disaggregated)
- Monday 8th January 2024

9. Headteacher's Report (20 min)

DOCUMENTS 5, 6 & 7

- i) Governor Visits to School - Governors to report on any visits made to school and the impact and outcomes of the visits

10. Personal Development Headlines – focus of training 2nd March 2023 DOCUMENT 8

11. Dates of Future Meetings: (2 min)

Spring 2023:

- 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

12. Items for the next Governing Board meeting

13. Any other urgent business previously notified to the Chair (5 min)

14. 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

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