

Holy Trinity CE Primary School, Sunningdale
AGENDA
Full Governing Board Meeting
Tuesday 15 November 2022
at 6 pm (in person)

* Indicates paper(s) uploaded to website
Indicates paper(s) to follow

1. Welcome and opening prayer
2. Introductions and apologies for absence
3. Declaration of any business interests
4. Code of conduct and confidentiality
5. Agree minutes from previous meeting held on 27 September 2022 *
6. Matters/Actions arising from last meeting - **See table attached as page 2**
7. Governing Board Terms of Reference * – **recirculated for approval**
8. Succession Planning
9. Questions to Admissions Committee, noting:
 - i. Notes of Meetings held on 7 September
 - ii. Approval of Admissions Policy and Arrangements #
10. Questions to Standards, Achievements and Curriculum Committee, noting
 - i. Minutes of meeting held on 12 October *
11. Questions to Finance and Resources Committee, noting
 - i. Minutes of meeting held on 20 October *
 - ii. Carbonisation Working Party has been set up
12. Headteacher's Report (including Science, RE and Maths Subject Focus) along with annual reports to Governors for Safeguarding, SEND and Looked After Pupils* **distributed on 3/11/22 - comments and questions requested by 14/11/22 please**
13. Academisation Working Party
14. Policies * - **See updated status table on website shows policies currently being reviewed and updated, final versions of all policies listed below have been uploaded to the policy section of the website**
 - a) For ratification – **agreed via SAC Committee on 12 October:**
 - a. Attendance Policy
 - b. Forest School Policy
 - c. Remote Learning Policy and Agreement
 - d. School SEND Policy
 - e. School SEND Information Report
 - b) For ratification – **agreed via F&R Committee on 20 October:**
 - a. Expenses Claims Policy
 - b. Whistle Blowing Policy

15. Safeguarding, Child Protection and Prevent

16. Health and Safety

17. Governance

- i. Christmas
- ii. Governor Visits - overview included in HT Report *
- iii. Governor Training

18. Impacts of this Meeting

19. Any other business - **if minor and notified to the Chair or Clerk prior to meeting**

20. Date of next meeting: **6 pm Tuesday 14th March 2023**

Summary of Action Points carried forward from 27 September FGB meeting

Action	Name	Status
1229/22 Governor's Register of Business Interests Ensure all Governors update Register of Business Interests	Clerk/ALL	Completed
1230/22 Governing Board Terms of Reference Amend wording as agreed and re-present Terms of Reference to November FGB for approval	JG	Agenda item 7
1232/22 Governing Board Code of Conduct Ask Governors not present to sign the sheet and also confirm to the Chair that they were in agreement to adhere to the Code	Clerk/ALL	Completed
1233/22 Governors Acceptable Use Agreement/ICT Code of Conduct Ensure all Governors sign copy of Governors Acceptable Use Agreement/ICT Code of Conduct	Clerk/ALL	Completed
1234/22 Succession Planning Discuss succession planning with each Governor	TF	Agenda item 8
1237/22 Setting up Academisation Working Party Send TF document on Academisation	AB/BA	Completed
1237/22 Setting up Academisation Working Party Circulate document to all Governors and ascertain interest in joining Working Party	TF	Agenda Item 13
1239/22 Safeguarding, Child Protection and Prevent / a) Keeping Children Safe in Education Ensure all Governors sign to confirm they have read KCSIE	Clerk/ALL	Completed
1241/22 Strategic Priorities and Plans for the Year To note 18 May date of annual Governor Curriculum/Vision Workshop	ALL	Noted
1242/22 Governance / b) Governor Training F&RC consider cost implication of using online portal CPOMS	F&RC	Discussed and purchase approved at F&RC 20/10/22

GOVERNING BOARD OVERALL RESPONSIBILITIES



- Ensuring clarity of vision, ethos and strategic direction;
- Holding the Headteacher to account for the educational performance of the school and its pupils, and the performance management of staff; and
- Overseeing the financial performance of the school and making sure its money is well spent.

GOVERNORS' AGREED PRIORITIES AND PLANS 2022/23

- To be an inspirational place of learning where:
- we facilitate opportunities so every child can flourish in a place where they feel safe, **happy and confident**.
- staff **well-being** and professional development is valued and supported in order to fulfil their roles, inspire others and experience personal **fulfilment**.
- the school provides facilities that enables an **optimum learning environment**.
- the **school plays a central role within our community** and enjoys strong **links with the church, local companies and other schools**.

School Development Plan 2022-2023

TERM	YEAR	KEY DEVELOPMENT FOCUS AREA
Term 1 Autumn 1 2022	Embed 'The Write Stuff' approach to writing across the school. Continue to use Recovery Premium to provide interventions for identified pupils. BEHAVIOUR: To explore a consistent whole-school approach to managing behaviours. INTERNET SAFETY: To ensure pupils know how to keep themselves safe on-line. PHYSICAL & MENTAL HEALTH: To focus on pupil and staff wellbeing. To improve sport & PE provision. LIFE SKILLS: To continue to provide opportunities for pupils to develop their life skills, including mindfulness. DIVERSITY: To continue to plan opportunities and activities that provide exposure to diversity for all our pupils. OUTDOOR LEARNING: To further develop outdoor learning opportunities to deliver a creative curriculum. CURRICULUM EVIDENCE: To use Big Books to show evidence of learning in Music, RE and Computing Y1 – Y6.	Early Reading To ensure all pupils in EYFS & KS1 receive a high-quality phonics and Early Reading session that all staff delivering are confident in. Essential Letters and Sounds planning & resources used systematically. Impact will show teaching of phonics is faithful to one scheme throughout the school. Pupil attainment and application of phonics in writing is high.
Term 2 Autumn 2 2022		Religious Education: To ensure consistency and coverage in Religious Education curriculum and pupil assessment. Provide CPD for staff. Impact will show pupils' knowledge and understanding in RE is progressive and provides opportunities for deep thinking & learning. Assessment is robust and consistent.
Term 3 Spring 1 2023		Geography: To ensure consistency and coverage in Geography curriculum and pupil assessment. Provide CPD for staff. Impact will show pupils' knowledge and understanding in Geography is progressive and provides opportunities for deep thinking & learning. Assessment is robust and consistent.
Term 4 Spring 2 2023		Art: To ensure consistency and coverage in Art curriculum and pupil assessment. Provide CPD for staff. Impact will show pupils' knowledge and understanding in Art is progressive and provides opportunities for creativity and skill progression.
Term 5 Summer 1 2023		Writing: To further develop The Write Stuff approach to the teaching of writing. Ensure pupils have opportunities to apply skills taught in TWS lessons across the curriculum in extended pieces of independent writing. To Ensure pupils have met identified non-negotiables for their age and timely intervention is in place if gaps are identified. Impact will show pupils are achieving ARE and planned interventions are effective.
Term 6 Summer 2 2023		Curriculum Review: To evaluate topics and curriculum coverage. Is it relevant and inspiring? Does it reflect the needs of Holy Trinity pupils? Impact will show curriculum design is bespoke to Holy Trinity and reflects the needs of our pupils and community.

'I know that there is nothing better for people than to be happy and to do good while they live.' Ecclesiastes 3:12