

Holy Trinity CE Primary School, Sunningdale
AGENDA
Full Governing Board Meeting
Tuesday 4 July 2023
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 16 May 2023 *
6. Matters/Actions arising from last meeting - **See table attached as page 2**
7. Succession Planning
 - i. Vice Chair
 - ii. Parent Governor Vacancy
8. Attendance
9. Questions to Admissions Committee, noting:
 - i. Note meetings held on 14 and 29 March, 24 April and 12 June
10. Questions to Standards, Achievements and Curriculum Committee, noting
 - i. Minutes of meeting held on 20 June *
11. Questions to Finance and Resources Committee, noting
 - i. Minutes of meeting held on 29 June #
12. Headteacher's Report, Evaluated SDP 2022-23, staffing structure 2023-24, SDP 2023-24, 3 year strategic plan 22-25* **all distributed on 27/6/23- comments and questions requested by Monday 3 July please.**
13. Monitoring the Vision (SIAMS)
14. Ofsted preparedness
15. Academisation Working Party
16. 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 20 June:**
 - a. Complaints Policy and Procedures *
 - b. Collective Worship Policy *
 - c. Religious Education Policy *
 - d. Staff Mental Health and Wellbeing *
 - b) For ratification – **agreed via F&R Committee on 29 June:**
 - a. Lettings Policy #
17. Safeguarding, Child Protection and Prevent

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

18. Health and Safety

19. Governance

- i. Governor Visits - overview circulated *
- ii. Governor Training

20. Impacts of this Meeting

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

22. Date of next meeting: **6 pm Tuesday 19th September 2023** – Annual FGB Admin meeting

Summary of Action Points carried forward from 14 March 2023 FGB meeting

Action	Name	Status
1274/23 Questions to the Finance and Resources Committee / c) Schools Financial Value Statement Schedule first F&R meeting of year in January before SFVS deadline	Clerk	To be actioned when 2024 dates set
1276/23 Academisation Working Party Set meeting date	AWP	On-going

Summary of Action Points from 16 May 2023 FGB meeting

Action	Name	Status
1291/23 Authorised Signatories Check details were consistent with Finance Policy	JG	On-going
1293/23 Any Other Business Contact Parish Council Clerk re car park funding	TF	Contacted – Council now awaiting Pro-forma from school to release funds

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.

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