

Holy Trinity CE Primary School, Sunningdale
AGENDA
Full Governing Board Meeting
Tuesday 8 July 2025
at 6 pm in person

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

1. Welcome and opening prayer
2. Apologies for absence
3. Declaration of any business interests or conflicts of interest
4. Code of conduct and confidentiality
5. Agree minutes from previous meeting held on 13 May 2025 *
6. Matters/Actions arising from last two meetings - **See tables attached on page 2**
7. Attendance
8. Questions to Admissions Committee, noting:
 - i. Note meetings held 30/04/25, 22/05/25 & 16/06/25 *
9. Questions to Standards, Achievements and Curriculum Committee, noting
 - i. Minutes of meeting held on 24 June 2025 *
10. Questions to Finance and Resources Committee, noting
 - i. Minutes of meetings held on 3 July 2025 #
11. Headteacher's Report, 2024-25 SDP, 3 year strategic plan 2022-2025, SEND in a Nutshell, Trips document*
all circulated via email on 01/07/25, comments and questions requested by 7/7/25 please.
12. SIAMS: Space Makers, Definition of spirituality & Governor's responsibility to set the RE curriculum (to be known at HT as 'Religion and World Views') (**see Observation Monitoring and Pupil Voice documents***)
13. 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 agreement and ratification – **circulated 23 April, comments requested by 2 June:**
 - Lettings Policy
 - b) For ratification – **agreed via SAC Committee on 24 June:**
 - Anti Bullying Policy
 - Extra Curricular Policy
 - EYFS Policy
 - Outdoor Education Visits Policy
 - RHSE Policy
 - Looked After and Previously Looked After Children Policy
 - c) For ratification – **agreed via F&R Committee on 3 July:**
 - Safer Recruitment Policy
14. Safeguarding, Child Protection and Prevent
15. Health and Safety

16. Governance:

- a) Feedback from Governor Visit Day – 11th June 2025
- b) Governor visits to the school
- c) Governor Training - **see Governor zone of website for links to RBWM, Oxford Diocese and The National College**

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

18. Impacts of this Meeting

19. Date of next meeting - 6 pm Tuesday 16 September - Annual FGB Admin meeting

Summary of Action Points carried forward from 18 March 2025 FGB meeting

Action	Name	Status
1469/25 Matters/Actions arising from the last two meetings Send link for Safer Recruitment Training to AB, JH, TF	Clerk	Emailed 25/3
1470/25 Attendance Include message from EWO in school newsletter	JG	Completed
1474/25 Headteacher's Report, 2024-25 SDP, 3 year Strategic Plan 2022-2025, SEND in a Nutshell, Extra Curricular Trip contributions Investigate costs for additional lunchtime controller	JG	On-going
1480/54 Any Other Business / a) Governor Visit Day Circulate suggested dates for Governor Group Visit on Writing	Clerk	Emailed 19/3
1480/54 Any Other Business / b) Perimeter Fencing Attend to gap in school perimeter fencing	JG	completed

Summary of Action Points from 13 May 2025 FGB Meeting

Action	Name	Status
1487/24 Matters/Actions arising from the last meeting All matters arising from 18 March to be carried forward to May meeting	Clerk	See above
1489/54 Any Other Business / a) School Summer Fair – 28 June 11 am – 4 pm Circulate rota for staffing bar at Summer Fair	JG	Emailed 15/5
1489/54 Any Other Business / b) Mr Grover's leaving card Sign Mr Grover's leaving card	ALL	Completed

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 2024/25

- 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 2024-2025

TERM	YEAR	KEY DEVELOPMENT FOCUS AREA
Term 1 Autumn 1 2024	Embed 'The Write Stuff' CORE SUBJECTS: to continue to deliver excellent learning opportunities that result in high standards of attainment. SIAMS: Provide CPD for staff, Governors and parents on new SIAMS inspection framework. BEHAVIOUR: To explore a consistent whole-school approach to managing emotions via the Attachment Aware accreditation. INTERNET SAFETY: To ensure pupils know how to keep themselves safe on-line. PHYSICAL & MENTAL HEALTH: To focus on pupil and staff wellbeing. 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. HOLY TRINITY CURRICULUM: To embed our curriculum and continue to use Big Books to show evidence of learning in Music, RE and Computing Y1 – Y6.	Embed The Holy Trinity Way – Teaching and Learning Pedagogy: To embed and continue to develop our consistent pedagogy and teaching practices across the school. Impact will show teaching and learning is consistent and of a high standard across the school. Pupils benefit from the focus on 'The Holy Trinity Way'.
Term 2 Autumn 2 2024		Early Free Reading: To ensure consistency and coverage in our reading curriculum and pupil assessment. Provide CPD for staff. Impact will show pupils' knowledge and understanding in reading is progressive and provides opportunities for timely intervention if necessary.
Term 3 Spring 1 2025		Teachers' Subject Knowledge To ensure that all teachers have secure and deep knowledge of the foundation subjects they teach. Impact will show in pupils' retention of Essential Knowledge. Workbooks will show evidence of secure learning and pride in presentation.
Term 4 Spring 2 2025		Embed The Holy Trinity Way – Teaching and Learning Pedagogy: To embed and continue to develop our consistent pedagogy and teaching practices across the school. Impact will show teaching and learning is consistent and of a high standard across the school. Pupils benefit from the focus on 'The Holy Trinity Way'.
Term 5 Summer 1 2025		Early Free Reading: To ensure consistency and coverage in our reading curriculum and pupil assessment. Provide CPD for staff. Impact will show pupils' knowledge and understanding in reading is progressive and provides opportunities for timely intervention if necessary.
Term 6 Summer 2 2025		Teachers' Subject Knowledge To ensure that all teachers have secure and deep knowledge of the foundation subjects they teach. Impact will show in pupils' retention of Essential Knowledge. Workbooks will show evidence of secure learning and pride in presentation.

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