

Holy Trinity CE Primary School, Sunningdale
AGENDA
Full Governing Board Meeting
Tuesday 27 September 2022
at 6 pm (in person)

* Indicates paper(s) uploaded to website

1. Welcome, apologies for absence and introductions.
 - a) New Staff Governor
2. Agree minutes from previous meeting held on 5 July 2022 *
3. Matters/Actions arising from last meeting - *See table attached on page 2*
4. Governor's Register of Business Interests – *to be recirculated for updating/signature at the meeting*
5. Governing Board Terms of Reference * – *circulated with Agenda, to note*
6. Instrument of Governance * – *circulated with Agenda, to review/agree*
7. Governing Board Code of Conduct * – *circulated with Agenda, Governors to sign sheet at meeting to confirm they have read and agree to adhere to*
8. Governors Acceptable Use Agreement /ICT Code of Conduct * – *circulated with Agenda, Governors to sign copies at the meeting*
9. Succession Planning
10. Allocation of Governors to committees * *table circulated with Agenda*
11. Allocation of Governors to specific responsibilities * *table circulated with Agenda*
 - a) Link Governors for Art and Geography (NB Computing and RHSE no longer required)
12. Setting up Academisation Working Party
13. Update from Admissions Committee
14. Policies - *See updated spreadsheet of policies on website indicating those to be updated this term*
 - a) Safeguarding and Child Protection Policy * *circulated for review 16/9/22*
 - b) Home School Agreement * *circulated with Agenda*
15. Safeguarding, Child Protection and Prevent
 - a) Keeping Children Safe in Education * - *Governors to confirm by signing sheet at meeting that all have read Part 1 and Safeguarding Governors to have read Parts 1 and 2 - link circulated via email on 1/9/22*
16. Health and Safety
17. Strategic priorities and plans for the year * – *see page 3*
18. Governance:
 - a) Governor visits to the school – *agree schedule*
 - b) Governor Training - *see website for links to RBWM and Oxford Diocese training 2022/23*

19. Proposed dates of Full Governing Board meetings for the year:

6 pm Tuesday 15 November
 6 pm Tuesday 14 March
 6 pm Tuesday 16 May (short budget meeting – via Teams)
 6 pm Tuesday 4 July

20. Proposed dates of meetings of Committees:

Standards, Achievements and Curriculum:

9.30 am Wednesday 12 October
 9.30 am Tuesday 7 February
 9.30 am Tuesday 20 June

Finance & Resources:

9.30 am Thursday 20 October
 9.30 am Thursday 23 February
 9.30 am Thursday 4 May (short budget meeting via Teams)
 9.30 am Thursday 29 June

Admissions: meetings called as required

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

Summary of Action Points from 5 July 2022 FGB meeting

Action	Name	Status
1211/22 Matters/Actions arising from the last meeting 1202/22 Parent support for Write Stuff	JG	On-going
1211/22 Matters/Actions arising from the last meeting 1202/22 Revamp of staff room	TF	On-going
1217/22 Brief update on the White Paper and implications for the future Add agenda item to September FGB Admin meeting re setting up Academisation Working Party	Clerk/Chair	Agenda item 12
1220/22 Safeguarding, Child Protection and Prevent All Governors invited to attend Safeguarding training on 13 September	JG	Completed Slides uploaded to website in Governor visits and training reports section
1220/22 Safeguarding, Child Protection and Prevent Circulate KCSIE to all Governors to read required sections	JG/ALL	Agenda item 15a)
1221/22 Health and Safety Review risk assessment for KS2 Adventure Playground work	TF	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 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	CORE SUBJECTS: to continue to deliver excellent learning opportunities that result in high standards of attainment. 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.