

Holy Trinity CE Primary School, Sunningdale
AGENDA
Full Governing Board Meeting
Tuesday 21 September 2021
at 6 pm (in person)

* Indicates paper(s) uploaded to website

1. Welcome, apologies for absence and introductions.
2. Agree minutes from previous meeting held on 8 July 2021 *
3. Matters/Actions arising from last meeting - **See table attached as page 3**
4. Governor's Register of Business Interests – **to be recirculated for updating/signature at the meeting**
5. Governing Board Terms of Reference * – **to review and agree**
6. Governing Board Code of Conduct * – **circulated with Agenda, Governors to sign sheet at meeting to confirm they have read and agree to adhere to**
7. Election of Chair and Vice Chair
8. Election of Chairs of SAC, F&R and Admissions
9. Allocation of Governors to committees *
10. Allocation of Governors to specific responsibilities *
11. Update from Admissions Committee, **including ratification of:**
 - a) Admissions Policy and Guidance Notes 2021/2022 *
 - b) Admissions Policy and Guidance Notes 2022/2023 *
 - c) Admissions Policy and Guidance Notes 2023/2024 *
12. Policies - **See updated spreadsheet of policies on website indicating those to be updated this term**
 - a) Safeguarding Policy *
 - b) Home School Agreement *
13. Safeguarding, Child Protection and Prevent
 - a) Keeping Children Safe in Education * - **All to read Part 1 and Safeguarding Governors to read Parts 1 and 2 link circulated via email with agenda – Governors to sign sheet at meeting to confirm they have read.**
14. Health and Safety
15. Strategic priorities and plans for the year * – **see page 3**
16. Governance:
 - a) Election of Parent Governor
 - b) Governor visits to the school – **agree schedule**
 - c) Governor Training - **see website for link to RBWM training available for 2021/22**

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

6 pm Tuesday 16 November
 6 pm Tuesday 15 March
 6 pm Tuesday 17 May (short budget meeting)
 6 pm Tuesday 5 July

18. Proposed dates of meetings of Committees:

Standards, Achievements and Curriculum:

9 am Tuesday 5 October
 9 am Tuesday 8 February
 9 am Tuesday 28 June

Finance & Resources:

9.30 am Thursday 14 October
 9.30 am Thursday 3 March
 9.30 am Wednesday 4 May (short budget meeting)
 9.30 am Thursday 30 June

Admissions: meetings called as required

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

Summary of Action Points from 8 July 2021 FGB meeting

Action	Name	Status
1118/21 Matters/Actions arising from the last meetings Resend link to online Prevent training	Clerk	Completed
1122/21 Headteacher's Report Circulate answers to questions received on HT Report	JG	Circulated 13/9/21
1122/21 Headteacher's Report Progress development of staff car park	ALL	On-going
1124/21 Update on current school procedures Circulate revised risk assessment to Governors	JG	Completed
1125/21 Ofsted Primary Inspection Data Summary Report SAC Committee review Ofsted Summary Report	SAC Committee	To be on agenda for October SAC meeting
1128/21 Health and Safety Flag up lack of response from Borough to Clive Haines and send statement of fact	TF/JG	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 2021/22

- 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 2021-2022

TERM	YEAR	KEY DEVELOPMENT FOCUS AREA
Term 1 Autumn 1 2021	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. RHSE: To develop staff through CPD. Support parents if required. 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.	New EYFS Framework: To ensure EYFS staff are secure in knowledge of new requirements. Ensure EYFS curriculum is tailored to Holy Trinity pupils. Impact will show Reception pupils settle well and make good progress in their learning. EYFS staff are confident in EYFS framework and curriculum.
Term 2 Autumn 2 2021		Computing: To ensure consistency and coverage in computing curriculum. Provide CPD for staff. Utilise National Online Safety resources. Impact will show progression and coverage of computing curriculum provides exciting learning opportunities for pupils. Cross curricular links are explicit. Internet Safety has high profile across the school and community.
Term 3 Spring 1 2022		Phonics: To undertake a full audit of current phonics provision and resources and research available schemes. 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 4 Spring 2 2022		Collective Worship: To review current provision and plan to involve pupils more. Explore ways to ensure Collective Worship expresses our vision. Impact will show Collective Worship is planned and evaluated by stakeholders and is unique to Holy Trinity. It is inclusive and inspiring resulting in high engagement and enjoyment for pupils and adults alike.
Term 5 Summer 1 2022		RHSE review: To revisit RHSE curriculum resources and CPD for staff. Pupil evaluation and input gathered. Impact will show RHSE provision is appropriate and tailored to Holy Trinity pupils. Staff feel confident to deliver the curriculum and parents are supported if they request it.
Term 6 Summer 2 2022		Creative 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.