

Holy Trinity CE Primary School, Sunningdale
AGENDA
Full Governing Board Meeting
Tuesday 14 March 2023
at 6 pm

* Indicates paper(s) uploaded to website

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 15 November 2022 *
6. Matters/Actions arising from last meeting - **See table attached as page 2**
7. Succession Planning – Vice Chair
8. Questions to Admissions Committee, noting:
 - i. Note meetings held on 23 November and 3 March
9. Questions to Standards, Achievements and Curriculum Committee, noting
 - i. Minutes of meeting held on 7 February *
10. Questions to Finance and Resources Committee, noting
 - i. Minutes of meeting held on 23 February *
 - ii. To note Schools Financial Value Statement circulated 7 February
 - iii. Update on Car Park extension/Boiler repair
11. Headteacher's Report (including History, Art & Design and Spanish Subject Focus), Self-Evaluation Form and evaluated SDP * ***distributed on 5 March- comments and questions requested by Monday 13 March please.***
12. Academisation Working Party
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 ratification – ***circulated to the Board 11 January for comments by 31 January:***
 - a. Confidentiality Policy
 - b. Staff Grievance Policy and Procedures
 - b) For ratification – ***agreed via SAC Committee on 7 February:***
 - a. Governor Behaviour Principles
 - b. Internet Safety Policy
 - c. Governor Visits Policy and Procedures
 - d. Positive Handling Policy
 - c) For ratification – ***circulated to SAC Committee on 6 March for comments by 13 March:***
 - a. Assessment, Marking and Feedback Policy
 - d) For ratification – ***agreed via F&R Committee on 23 February:***
 - a. Teacher Appraisal Policy
 - b. Health and Safety Policy
 - c. Asthma Policy
 - d. Mobile Phone Policy
 - e. Safer Recruitment Policy

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

- f. Teacher Pay Policy
- g. Finance Policy



14. Safeguarding, Child Protection and Prevent

15. Health and Safety

16. Governance

- i. Governor Terms of Office
- ii. Governor Visits - overview included in HT Report *
- iii. Governor Training (see overview*)

17. Impacts of this Meeting

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

19. Date of next meeting: **6 pm Tuesday 16th May 2023** – short budget meeting via Teams

Summary of Action Points carried forward from 15 November 2022 FGB meeting

Action	Name	Status
1253/22 Succession Planning Governors to consider role of Vice Chair	ALL	Agenda item 7
1257/22 Headteacher's Report Attend Looked After Children virtual training on 23 November	JH	Completed
1257/22 Headteacher's Report Provide copy of curriculum development session report	JG	Completed
1257/22 Headteacher's Report Provide Governors with self evaluation report for March FGB meeting	JG	Agenda Item 11
1257/22 Headteacher's Report Provide indication of GDS targets in KS2 writing	JG	Included in SEF agenda item 11
1258/22 Academisation Working Party Set up first meeting of AWP in December	TF	Completed
1258/22 Academisation Working Party Summarise report, create presentation, discuss next steps	AWP	FGB Meeting held 24/01/23 Agenda item 12
1262/22 Governance / a) Christmas Arrange staff Christmas thank you	AB/AW	Completed
1262/22 Governance / b) Governor Visits Write ups to be provided of recent visits: Admissions (AW), Maths (AB), School trips (JS), Single Central Record (JH)	AW AB JS JH	Completed Awaited Awaited Completed
1262/22 Governance / b) Governor Visits Visits to be set up: IT and Geography (JS), SEND (JT/AB), GDPR (AW)	JS JT/AB AW	IT Completed Geog to be scheduled Completed To be scheduled
1262/22 Governance / c) Governor Training Book Governors onto training sessions	Clerk	Completed

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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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