

Holy Trinity CE Primary School, Sunningdale
AGENDA
Full Governing Board Meeting
Tuesday 19 November 2024
at 6 pm in person

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

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 17 September 2024 *
6. Matters/Actions arising from last meeting - **See table attached on page 2**
7. Attendance
8. Questions to Admissions Committee, noting:
 - i. Note meetings held on 13 and 26 September and 17 October 2024 *
9. Questions to Standards, Achievements and Curriculum Committee, noting
 - i. Minutes of meeting held on 15 October 2024 *
10. Questions to Finance and Resources Committee, noting
 - i. Minutes of meeting held on 17 October 2024 *
11. Headteacher's Report, 2024-25 SDP, 3 year strategic plan 2022-2025 * **all distributed by 08/11/24- comments and questions requested by 18/11/24 please.**
12. Designated Teacher LAC and PLAC Annual Report *
13. SEND Annual Report *
14. Designated Safeguarding Lead Annual Report *
15. Sports Premium Report *
16. Pupil Premium Strategy Statement 2021-2024 and 2024-2027 *
17. 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 8 October, comment requested by 24 October:**
 - Equality Objectives
 - b) For ratification – **agreed via SAC Committee on 15 October:**
 - Accessibility and Disability Policy
 - Looked After and Previously Looked After Children Policy
 - Managing Allegations against other Pupils Policy
 - Prevent Policy
 - Teaching, Learning and Curriculum Policy
 - SEND Information Report
 - SEND Policy

c) For ratification – **agreed via F&R Committee on 17 October:**

- Early Career Teacher Policy
- Whistleblowing Policy
- Equality Policy
- Health and Safety: Accident and Incident Procedures
- Volunteers Into School Policy
- Visitors Into School Policy

18. Safeguarding, Child Protection and Prevent

19. Health and Safety

20. Governance:

- a) Governor Visit Day – 14th November 2024, 9 – 11am
- b) Two PCC Governor Vacancies
- c) Governor visits to the school
- d) Governor Training - **see Governor zone of website for links to RBWM and Oxford Diocese training 2024/25**

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

22. Impacts of this Meeting

23. Date of next meeting

9.30 am Thursday 16 January 2025 (short meeting to review & sign off SFVS – **via Teams**)

Summary of Action Points from 17 September FGB Meeting

Action	Name	Status
1413/24 Matters/Actions arising from the last meeting Revise letter to parents re extra-curricular provision costs, consult Board and issue letter	NH/ALL	Completed
1414/24 Governor's Register of Business Interests Check and sign Register of Business Interests forms	CB/PG/AW	Completed
1417/24 Governing Board Code of Conduct Sign confirmation that they have read the Code of Conduct	CB/PG/AW	Completed
1419/24 Allocation of Governors to Committees and Specific Responsibilities Consider role of Shadow Admissions Chair	ALL	On going
1419/24 Allocation of Governors to Committees and Specific Responsibilities Update table and add to website	Clerk	Completed
1422/24 Safeguarding, Child Protection and Prevent / a) Keeping Children Safe in Education Sign confirmation that they have read KCSIE	CB/PG/AW	Completed
1422/24 Safeguarding, Child Protection and Prevent / b) Acceptable Use Agreement/ICT Code of Conduct Sign confirmation that they have read the Agreement	CB/PG/AW	Completed
1425/24 Governance / a) Agree focus for Governor Group Visit Day Agree and circulate agenda for Governor Group Visit Day	JG/CB/TF	Completed
1425/24 Governance / c) Governor Visits Circulate staff details of Link Governors	JG	Completed
1425/24 Governance / d) Governor Training / i) Safer Recruitment Training Refresh Safer Recruitment Training	AB, JH, TF	On-going

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