

# West Wimbledon Primary School



## Agenda for Governing Body Meeting

Tuesday 9 June 2015 at 6.30 pm at the school

### 1. Apologies for absence

To consider giving consent to any apologies for absence

### 2. Declaration of Interest

- (a) Governors are invited to declare an interest in any of the items under discussion (if they do have an interest they must withdraw from the meeting when the item is being discussed and not vote).
- (b) Governors to ensure that arrangements are made by 1 September 2015 for their Register of Governors Interests and information about the governing body members to be published on the school's website. Please refer to the Governors' Newsletter for details.

### 3. Reconstitution of the School Governing Body

- (a) To agree that Community Governors become Co-opted Governors
- (b) To agree other appointments

### 4. Election of Chair and Vice Chair

Due to the Reconstitution of the Governing Body an election will have to take place.

### 5. Minutes of the meeting held on 3 March 2015

- (a) To approve minutes and to amend any points of accuracy
- (b) **Matters Arising** (on any action points/other matters not covered by the agenda)

### 6. Minutes/Reports of Committees

To consider minutes/reports of Committee meetings

### 7. Financial Issues (newsletter item)

- (a) To consider any financial issues taking account of the Department for Education Financial Standards for Schools Financial Handbook

### 8. Report of the Headteacher

Headteacher to highlight key points and invite questions on a previously distributed report

### 9. Policy Documentation

- (a) To consider any draft statutory policy documentation
- (b) To consider the impact of the ..... policy

### 10. Governors' Annual Statement to Parents

To consider arrangements to produce a new style annual report to parents to explain how the governing body has fulfilled its responsibilities – particularly in relation to its core functions (see governors' newsletter)

**11. School Data Dashboard (Newsletter Item)**

- (a) To receive and consider the new data dashboard for your school ( Please note that this is the minimum amount of data that Ofsted will expect governors to know)
- (b) To hold the school leadership to account on the performance of the pupils

**12. School and Governing Body Self-Evaluation**

- (a) Governors to consider sections of the school self-evaluation and to identify priorities to include in the SDP.
- (b) To consider the governing body's own performance in light of its core functions, the inspection criteria and other helpful frameworks such as External Reviews of Governance and the '20 Questions' published by the All Parliamentary Group on Education Governance and Leadership.

**13. Priorities and the School Development Plan (SDP)**

Governors to consider progress ~~in two or three priority areas~~ of the School Development Plan

**14. Annual Safeguarding Report and New Safeguarding and Child Protection Policy (Newsletter Item)**

- (a) To receive an annual report from the Headteacher on safeguarding issues
- (b) To consider the new Merton LA Safeguarding and Child Protection Policy for approval and adoption
- (c) To consider the school's annual Safeguarding Audit (2014 version)

**15. Approval of School Closure Dates and Educational Visits**

- (a) Governors to consider the approval of draft school closure dates for the academic year 2015/16
- (b) Governors to consider the approval of any educational visits for the academic year 2015/16

**16. LA Merton Education Partner (MEP) Report**

Governors to consider the latest and 9 March reports and any recommendations suggested.

**17. Pupil Premium and PE and Sports Premium**

Governors to ensure that their school has published information online about their use of their Pupil Premium and PE and Sports Premium funding.

**18. Governor Visits to the School**

To receive a report/feedback from governor(s) who have visited the school on behalf of the governing body in relation to designated responsibilities.

**19. Governor Training (Newsletter Item)**

- (a) To discuss and identify training needs and to ensure that the governing body is represented at central LA governor development sessions
- (b) To consider nominations for the National College Leading Governors Programme and Clerks development programmes. Venue Chaucer Centre
- (c) To receive feedback from governors who have been on courses and
- (d) To consider what impact training has had on improving the effectiveness of the governing body.
- (e) To feedback to the LA any comments or ideas on how the central programme can be developed.

**20. Correspondence to the Chair**

Opportunity for the Chair to discuss/circulate any documentation or to report on any action taken.

**21. Any Other Business**

**22. Dates and time of next/future meetings**

**CONFIDENTIAL MATTERS** – To agree what, if any, items should be declared confidential and recorded separately under 'confidential items'