Woodchester Endowed C. of E. (Aided) Primary School

Our church school community seeks to inspire children and adults to love, learn and flourish together so we may become everything God has created us to be.

Agenda for FGB meeting 14th October 2024 at 6.30pm

1. Welcome, prayer and reminder of confidentiality and group responsibility

2. Apologies

3. Election of Officers: Chair, Vice Chair and Treasurer

4. Minutes of the last meeting, 3rd June 2024, ratified

5. Matters and Action Points arising from the minutes of the last meeting

04.06.24

- It was agreed that RM will visit a class and answer questions from the children. She will feedback her experience back via a small article for the newsletter. 14.06.24 Make contact with a Class Teacher and arrange a class visit - RM
- Complete the GDPR checklist before the next meeting - RM
- Change the locks to the old entrance in Summer holidays - LL
- The Behaviour Policy and Governor Behaviour Principles Policy need to be reviewed to ensure they align - LL

06.06.24

- SCR Visit to be completed - SB
- Governors to complete Safeguarding Training by the end of September 2024 - Governors
- Send the Governors a link to complete the Safeguarding Training – JW/AH

08.06.24

- How are we tracking Christian Distinctiveness to be added to agendas for FGB and all committee meetings - SB
- The Board in the church needs refreshing with thought about how this can help track and illustrate vision and values – LL/AH
- Send out the SIAMS summary document to all Governors who need to read it - SB

12.06.24

- Review SDP at the first FGB of 2024/25 - Governors

13.06.24

- Schedule a Teams meeting to ratify the budget at the FGB prior - SB

15.06.24

- Organise a date to re-write the Governors 3 Year Plan – SB, PS, DA.

17.06.24

- Pass on details of all training to the Clerk - Governors

18.06.24

- Check the Medicines given log annually - AH

6. Annual Governor Declarations – completion of paperwork by all Governors: Code of Conduct; conflicts of interest; KCSiE declaration

7. Safeguarding – SCR check feedback, Governor training update, any recent issues.

8. Governor roles and responsibilities – membership of committees; working parties; subject responsibilities; reminder of monitoring timetable and procedures.

9. Headteacher's Report – to include SEND and SIAMS preparation update followed by Governors' questions

10. New SIPS summary: Governors' Questions; selection of focus for 24 to 25 monitoring

11. Finance – budget position; office staffing and remuneration; Governors' accounts; trust money; possible fundraising

12. Academisation – working party

13. Communication: making governors known and visible; parents' evenings; newsletter contributors agreed for this term.

14. Governors' 3 year plan: agree FGB focus, responsibilities and target dates

15. GDPR

16. Governor training – brief reports and priorities emerging from plan.

17. Policies for discussion and ratification: Child protection and safeguarding: Code of Conduct for Staff; Complaints; Confidentiality; Data Protection; Freedom of Information; Whistleblowing; Acceptable User; Capabilities; Attendance; Code of Conduct for Governors; Absconding.

18. Review all Action Points from this meeting

19. AOB

Dates of next meetings

FGB – all at 6.30

Monday 10th February 2025
Monday 16th June 2025

Teams meeting to ratify budget at 6.30 on Tuesday 13th May

Curriculum, Standards and Communication – all at 4.30

Tuesday 22nd October 2024
Tuesday 21st January 2025
Tuesday 20th May 2025

Finance, Buildings and Resources – all at 9am or 9.30. Other meetings may be necessary in light of planned works

Friday 15th November 2024
Friday 2nd May 2025 – budget
Friday 27th June 2025

Ethos – all at 6.30

Tuesday 12th November 2024
Tuesday 28th January 2025
Tuesday 10th June 2025

Governor Focus Fortnights

Weeks beginning November 4th (INSET), November 11 2024
Weeks beginning June 2nd and June 9th 2025