

Southfields Primary School
Full Governing Body Meeting
5th December 2018 at 6pm



Agenda

Item	Issue	Paper	Lead	timings
1	Welcome and apologies		Chair	
2	Declaration of interest <i>relevant to this meeting</i>		Chair	
3	Update on Inclusion Management		Sharon Payne	20 minutes
4	Review of curriculum and curriculum policies -		Amy Nicholson	20 minutes.
5	Update on data collection and assessment -		Jo Urciouli	20 minutes.
	Minutes 18/7/18		Chair	5 minutes
	Minutes 09/10/18		Chair	5 minutes
	Matters arising		Chair	10 minutes

	Action	By	Completion deadline	Progress
3.1	Governor not present to complete annual declaration of interest	Jason Mitchel	December 5th	
5.17	Staff Governors to ask staff what questions might be asked of parents	Emma Peacock Lauren Tawn	November 6th	
5.18	As many Governors as possible to attend parents evening to capture parents' views during parents' evenings. Questions should focus on what impact do parents feel the wider school activities have on children's attitudes to learning and what do parents' value about the work of the school.	All governors	November 6/7/8	

	5.23	Staff Governors to ask if there are any assessments which have no impact on their teaching or could be time better spent (pupil diaries)	Emma Peacock Lauren Tawn	December 5 th	
	10.3	Finance and resources committee to review practice for non-budgeted expenditure.	Natalie Lumb (Chair)	November 14 th	
	14.2	Minutes to be reviewed by Headteacher/Chair against contemporaneous notes and amended for submission at the next Full Governors meeting	Laura Martin John Durance	December 5 th	
	14.4	Governor services courses to be booked through the Clerk	Nigel Manders-Jones	As required	
	14.5	Governors are asked to add any relevant training to the CPD folder running record	All Governors	As required.	
	14.7	<i>The Clerk and Chair to seek further Clarification and advice to be sought to ensure appropriate action is taken.</i>	Nigel Manders-Jones John Durance	December 5 th	
	15.9	Headteacher to send updated FFT in formation to Governor.	Laura Martin	December 5 th	
	16.1	Governor not present to sign once they have read the KSIE 2018 document.	Jason Mitchel	December 5 th	
	19.3	the Finance and resources committee to review the leave of absence policy.	Natalie Lumb (Chair)	November 14 th	
6	Revised Attainment Targets			Head	10 minutes
7	Review of the prospectus for 2019			Head	10 minutes
10	Academisation			Chair	10 minutes
11	Policies for review <ul style="list-style-type: none"> ● Confidentiality Policy ● Children in Care (LAC) ● Asthma policy ● Sex & Relationships Policy 				10 minutes
12	A.O.B Training update Clerk Governor Development Final report			Clerk Chair	
13	Date of the next meeting 16/01/19				

