

Southfields Primary School
Full Governing Body Virtual Meeting
Tuesday 29th September 2020 at 4pm



Agenda

Item	Issue	Lead	timings
1	Welcome and apologies 1.1 Note re Zoom and privacy 1.2 Introduction of new Clerk and 2 new Staff Governors	Head	4.00pm
2	Declaration of interest 2.1 Annual review of Governing Body register of pecuniary interests (governors to complete & sign form at the meeting) 2.2 Pecuniary interests relevant to this meeting	Clerk	4.05pm
3	Safeguarding 3.1 Governors to read and sign Part 1 of KCSIE 3.2 Governors Prevent Duty audit	Clerk	4.08pm
4	Election of Chair <i>Nominations to be given at the meeting</i>	Clerk	4.10pm
5	Election of Vice Chair <i>Nominations to be given at the meeting</i>	Chair	4.15pm
6	Re Election of 4 Governors	Chair	4.20pm
7	Review Governance working arrangements for 2020-21 7.1 Review of Delegation Planner for FGB 7.2 Review Governors' Code of Practice 7.3 Confirm timings of committee meetings 7.4 Decide committee members and Chairs for the Finance & Resources Committee and Performance Monitoring Committee 7.5 Agree Governor statutory roles 7.6 Agree terms of reference for each committee 7.7 Confirm Link Governors and Governor/Class allocations 7.8 Appoint governors to: Salary review committee; Pay appeals committee; Staff disciplinary committee; Headteacher Performance Review Committee	Chair	4.25pm
8	Minutes of the last meeting 8.1 Agree the minutes of 15 th July 2020 8.2 Matters Arising from the Minutes	Chair	4.45pm

9	Headteacher's report 9.1 School reopening and risk assessment updates 9.2 Staffing updates and staff wellbeing 9.3 Teacher and Support staff pay update 9.4 School catch up premium 9.5 Safeguarding updates	Head	5.00pm
10	Finance Report and Recovery Plan	Head	5.25pm
11	School Development Plan -Governors to agree targets and key priorities for 2020-21	Chair	5.35pm
12	Policies for approval 12.1 Accessibility Plan 12.2 Behaviour Policy 12.3 Behaviour Principles written statement 12.4 Child Protection Policy and Procedures (Safeguarding) 12.5 Exclusions Policy (Sept 2020) 12.6 EYFS Policies and Procedures 12.7 Gifts & Hospitality Policy 12.8 Hot Drinks Policy 12.9 Medical Needs Policy 12.10 Positive Handling Policy 12.11 SEND Provision/Local Offer 12.12 SEND Information Report / SEND Policy 12.13 Sex and Relationship Education Policy	Head	5.40pm
13	Governor Training Update 13.1 Online training options 13.2 2020-21 Training Programme		
14	Any other business <i>-To be notified to the Chair before the meeting</i>	Chair	5:55pm
15	Confirmation of the next meeting. Tuesday 12 January 2021 at 3.30pm	Chair	6.00pm

Actions from the previous meeting held on 15.7.20

5.2	Action Governor to send any on risk assessment comments to Headteacher
10.1	Action Governors to consider proposed meetings schedule and pass on comments and ideas to the Headteacher and Chair for discussion at FGB in September
10.2	Action Southfields Governors Services and Clerking 2020.21 Governor agreed that the chair should amend the agreement as necessary following consultation above
11.3	Disability terminology Action Head to review statements.