



**St. Mary's CE Primary School**  
**Full Governing Body Meeting**

**AGENDA**  
**Wednesday 8<sup>th</sup> May 2023 - 6.00 pm**  
**To be held at the School**

**Welcome**

1. Welcome / Opening Prayer / Apologies.
  - Welcome to new parent governor
2. Declarations of Interest.

**Governing Board Administration and Strategy**

3. Minutes of the previous full Governing Body meeting held on 25<sup>th</sup> January and matters arising. *(Paper 3 Attached) Summary of Action Points below.*
4. **Governing Board Administration:-**
  - (a) Disclosure & Barring Checks (DBS) – confirm up to date.
  - (b) Get Information about Schools – confirm up to date.
5. **Governing Board Strategy:-**
  - (a) Governor Working Session – SDP 2024/25 Planning 20<sup>th</sup> June pm
  - (b) Succession Planning – Vice Chair and Pupil Committee Chair.
  - (c) Preparation for 2023/24 Academic Year (including governance focus, meeting dates, review committee structures and membership).
  - (d) Arrangements/date for Head Teacher's appraisal panel.
  - (e) Annual Governance Impact Statement.
  - (f) Reminder to governors to undertake their annual safeguarding refresher training and forward completion certificate to the school before the September FGB.
6. Verbal reports from committees: (Draft minutes of each committee attached for info only)
  - (a) Pupil Committee (1<sup>st</sup> February) (LoR) *(Paper 6a to follow)*
  - (b) Leadership & Management (7<sup>th</sup> March) (KH) *(Papers 6b/6bi to follow)*
  - (c) Update from Faith Group (26<sup>th</sup> March) *(See Headteacher report Paper 9)*
7. Chairs' report. (Verbal)

**Finance & Staffing**

8. Financial Management:-
  - (a) Resources Committee update (26<sup>th</sup> March) (HS) *(Paper 8a to follow)*
  - (b) To minute formal FGB budget approval - 2024/25 Budget Forecast Plan. *(Paper 8ai to follow)*

- (c) Strategic Finance Update

**School Development / Improvement**

- 9. Head Teacher's termly report to governors (May 2024) *(Paper 9 Attached)*
  - (a) Safeguarding Report. *(Paper 9a and Paper9ai Attached)*
  - (b) Attendance & Behaviour.
  - (c) Progress on SDP Objectives.
  - (d) Three Year Plan – reminder for governors to familiarise themselves with this plan
  
- 10. School Link Advisors' Termly Notes of Visits:-
  - (a) LEA LI Visit.
  - (b) DSIP Visit.
  
- 11. Annual GDPR Report/Cyber Security Report.
  
- 12. PE and Sport Premium Funding – approval of Resources Committee to be minuted.

**Reports/Decisions/Policies**

- 13. Policies:-
  - (a) SEND Information Report. *(Paper 13a Attached)*
  - (b) Health & Safety Policy. *(Paper 13b Attached)*
  - (c) First Aid & Medicines Policy *(Paper 13c Attached)*
  - (d) Children with Health Needs who cannot attend school. *(Paper 13d Attached)*
  
- 14. Any Other Business (including any confidential business).
  - (a) Party hosted by governors for staff– details tbc