



Willand School Full Governing Board Meeting

Thursday 11th July 2024 5.30pm-8pm

Venue: Meeting Room

Governors and trustees need sufficient information on the agenda to come to the meeting prepared and know what they will be expected to decide, discuss, agree or monitor (Discussion, vote, paper or report)

The agenda should identify documents the board is expected to read in preparation for the meeting and if they need to submit questions in advance of the meeting.

3 core functions at the top of each meeting. At the end, look at how we have answered to those criteria.

		AGENDA ITEM	Discussion and Actions	LEAD	TIME
Procedural	1	Welcome & Apologies for Absence	JJ NT SMO LP LJ KS AL Subject leads School Council	JJ	17.30-17:32
Procedural	2	Attendance & Business/Pecuniary Interest Register	None Declared at this meeting	SR	17.32 - 17:35

	3	School Council	<p>School Council year 6 presentation.</p> <p>Chair and the Vice chair of the school council presented their fantastic work raising monies for charities over the past year</p> <p>Over the past year the school overcome many challenges around pricing of events for families</p> <p>School council held many meetings with the head teacher to present their ideas and how the money raised should be spent</p> <p>School council represented the school's voice on what has been enjoyed this year across the year groups. Reading and writing were main features of enjoyment across the year groups and enrichment trips</p> <p>Sports, Maths and DT also featured high</p> <p>Improvements – Maths areas, more time in the environmental area, theme days, visit the library more. More outside classrooms, Visit Uffculme school.</p>		17.35-17:50 (15mins)
	4	Subject Leaders presentation	Subject Leaders reports emailed to governors ahead of the meeting		17:50-18:20 (10 mins each)

Procedural	5	<p>Via Governor hub</p> <p>Governors approved and agreed the minutes of the meeting held on 13.06.24 were of true representation</p> <p>Name changed needed in respect of preschool rent reviewed</p> <p>To confirm the offer of 'wrap around care'</p> <p>NT has followed due process and liaised with DCC in respect developing of our school offer of implementation</p>	SR	18:20-18:25
Procedural	6	<p>Matters Arising from Minutes of Last FGB meeting including any progress made on the actions raised.</p> <ul style="list-style-type: none"> Month by month savings shown in budget reports – outstanding in part 2 Preschool contract update – TC/SM will review the Lease and calculate IRP rate GDPR – emails to be sent to Willand School emails only – one governor outstanding All governors accessing governor hub – to confirm Safeguarding PowerPoint on governor hub – completed Health and Safety visit – Completed S106discussion update from last visit – no update 	JJ	18.25-18:35

		<ul style="list-style-type: none"> Governor Photo's – awaiting photos from 2 governors – Completed New governor framework for visits and FBG meeting dates – to be competed over the summer 			
Monitoring	7	HT Report (written report July 2024) emailed to governors ahead of the meeting Attendance is nearly in line with national average Many attendance challenges, p/t timetables and suspension a main reason for attendance concerns in one year group Reception children, some had a slow start		NT	18:35-18:50
Alternate meetings - Monitoring	8	Health & Safety Health and safety walk completed by TC and school business manager on 05.07.24 Compliance triangulation in practice and policy of health and safety across the school Review health and safety in school termly		TC	18:50-19:00
Standing Monitoring	9	Safeguarding update Child protection policy (model DCC policy) agree and approve		AL	19:00-19:10
Procedural/Strategic	10	Governor Training (Formal and Informal) SR has emailed request for finance and strategic training for FGB.		JJ	19:10-19:12
Standing	11	Finance update – Part 2			19:12-19:20
Procedural	12	Governors agreed and approved via Governor hub <ul style="list-style-type: none"> Terms of reference which includes Aims vision and Ethos Process of electing a chair and vice chair Membership of the FGB and committees Code of conduct for governors Terms of office JJ- Nov 24 SM – Nov 25		SR	19:20-19:22

Strategic	13	Election of Chair and Vice chair for following academic year Governors elected JJ as Chair of the full governing board Governors elected TC as Vice chair of the governing board		JJ	19:22-19:25
Strategic	14	Impact!	Some boards use an 'impact' or 'so what' question at the end of the meeting and ask a different governor each meeting to summarise what the board has decided during that meeting that will directly impact on the pupils in their school. These impact statements can then be collated into an annual impact statement that boards can share with stakeholders (parents, pupils and staff) to provide evidence of their work across the year.	JJ	19:25-19:30

Close of meeting 8.25pm