

	Centre. Governors noted that the corridors had been painted during the holidays by the in-house team and SL explained the addition of a new covered area behind the caretaker's shed.	
1.0	Welcome & prayers. JN led the prayers.	
2.0	Apologies None	
3.0	Election of Chairs & Vice-Chairs	
3.1 3.2 3.3	<p>Chair of FGB - AMS was nominated by AB & seconded by JH. Unanimously elected for 12 months.</p> <p>Vice Chair of FGB - NC was nominated by AB & seconded by AMS. Unanimously elected for 12 months.</p> <p>Succession Planning - AMS reminded Governors that they should speak to her or NC if they are interested in learning more about the role of Chair or Vice Chair for future years.</p> <p><i>GOV.Q.(AB) - How will the role of Governor change post Academisation?</i> AMS stated that currently the 'South Hub/Edith Stein Academy' information does not include detailed governance structure. The Diocese aspiration continues to be that the Diocesan schools will be academised by Sept 2027. It is anticipated that it is likely to be different with less autonomy.</p> <p><i>GOV.Q.(JN) - Is the Governing Body now full?</i> AMS - there is one space for a Foundation Governor. Governors agreed it would be good to recruit to this vacancy if possible.</p>	ALL
4.0	Pecuniary Interests No updates to the existing record were required. Governors were reminded that they need to complete the annual declaration that has been sent to each of them for this year.	
5.0	Minutes of Previous Meeting (8th July 2024)	
	Prior to the meeting, governors received a copy of the minutes from the previous meeting. The minutes were agreed as an accurate record of the meeting and were signed by AMS.	
6.0	Matters Arising	
	<ul style="list-style-type: none"> • Safer Recruitment training is available for all Governors on The Key. AMS recommended that all Governors complete this and try to get involved with at least one recruitment during the year. • AB is due to meet with JC to discuss possible funding/sponsorship streams for PE kit and to meet with EB to discuss African culture and safeguarding - both carried forward. 	ALL AB

	<ul style="list-style-type: none"> • JC to investigate resources for parents/carers over the holiday - carried forward • All other actions had been completed. 	SL/JC
7.0	Committee and Panel membership	
7.1	F & R - Chair - NC was nominated by JH & seconded by KW. Unanimously elected for 12 months. Vice Chair - AB was nominated by KW & seconded by JH. Unanimously elected for 12 months. AB will also continue to shadow NC this year. Other members - SL, AMS, KW and NM.	
7.2	SSDC - Chair - JH was nominated by AMS & seconded by NC. Unanimously elected for 12 months. Vice Chair - RC was nominated by JN & seconded by AB. Unanimously elected for 12 months. RC will also continue to shadow JH this year. Other members - SL, AMS, NC, JHendy, JN, AKM.	
7.3	Admissions panel - Chair - NC. Other members - SL, AMS, AB.	
7.4	Pay and Performance panel - Chair - NC. Other members - SL, AMS, AB, KW, NM.	
8.0	Terms of Reference Review and Governors Code of Conduct	
8.1	<u>Instrument of Government 2024/25</u> Governors reviewed this document. DECISION – Agreed.	ALL
8.2	<u>F & R terms of reference 2024/25</u> Governors reviewed this document. DECISION – Agreed	
8.3	<u>SSDC terms of reference 2024/25</u> Governors reviewed this document. DECISION – Agreed	
8.4	<u>Governors Code of Conduct 2024/25</u> Governors were asked to read and sign the copy that had been sent to each of them.	
9.0	Keeping Children Safe In Education compliance - statutory updates	

	<p>SL distributed a document detailing all the changes this year and particularly drew Governors attention to the section on Alternative Provision. SL updated Governors on the actions taking place to comply with this section.</p> <p>All Governors are required to read Part 1 of the document, NC informed Governors that Annex A is a condensed version of Part One and can serve as a refresher.</p> <p>Safeguarding - NC reminded Governors that safeguarding training should be carried out as part of the Governor Induction process and this had been completed for four new governors. This was prior to AKM starting, but she confirmed that she had completed this as part of her self taught induction training using the induction safeguarding training lesson contained in the Governor Teaching Drive. AKM said she would reach out to NC/EB if she needed any assistance.</p> <p>AMS informed Governors that an external audit of safeguarding (Sue Wickings at BCP) will take place in school next week, as it does bi-annually. NC discussed the remit of this visit and noted that the school are still waiting for the agenda.</p>	ALL
10.0	Chair's Update	
	<p>Reminder:</p> <ul style="list-style-type: none"> • Governor meeting dates for 24/25 are available in the Shared Drive. • Request for all governors to complete the Safer Recruiting course. • Please complete and sign: Code of Conduct and pecuniary interests documents, and check and update contact details. • The school's second Social Justice Conference - 20/9/2024 - all Governors have been invited, and can just drop in - 9.30 am - 12.30 • AMS is attending an Ofsted meeting being led by the SW Regional Director on 2/10/2024, and will report back. • Changes to OFSTED timings infographic will be shared. 	SL
11.0	<p>AOB</p> <ul style="list-style-type: none"> • AKM - is it possible to see the new Religious Education Directory that is due to be phased in? • AKM - As discussed at the last meeting, has any action been taken over the ACC land that the school can use? SL/JHendy to contact ACC's Grounds team - JN will provide a contact. • AKM - Is there any feedback on the new hot meal provider? There have been positive comments from the children and Sue Solly is monitoring. 	SL/ JHendy

	<ul style="list-style-type: none"> JN - Has there been any backlash from parents after the letter sent on unauthorised holiday fines? No, parents are obviously aware of the situation now when they apply for holidays. JH - Have there been any issues with the earlier closing of the gate in the mornings? Some minor issues initially but this is improving. JH - Could future reports have a page on the front showing key concerns, decisions needed and actions required to ensure that nothing is missed? Governors agreed that they still need all the detail to enable Governor challenge, but a front sheet might be useful. JH to meet with SL prior to the next meeting to agree the format. 	SL/JH
12.0	Date of next meeting – 09/12/2023.	
	Meeting Closed – 19.45.	

SUMMARY OF ACTIONS

ALL

- Complete and sign Business Interests form and Governors Code of Conduct
- Consider applicants for the role of Foundation Governor
- Consider completing online Safer Recruitment training
- REad KCSiE Part 1 Annex A.

SL/JC

- Investigate resources for parents/carers over the holiday

AB/EB

- Meet to discuss African culture and safeguarding

AB/JC

- Discuss possible funding/sponsorship streams for PE kit

SL/JHendy

- Contact ACC re use of their land by the children.

SL/JH

- Devise a front sheet for reports.

DECISIONS AGREED

- Chair, Vice-Chair, Committee Chairs and Vice-Chairs and Committee and Panel memberships.
- Instrument of Government 2024/25
- F & R terms of reference 2024/24
- SSDC terms of reference 2024/25
- Governors Code of Conduct 2024/25

Approved

Date
