##### **KINGS WOOD SCHOOL & NURSERY, TOTTERIDGE, HIGH WYCOMBE**

**SPRING TERM 2020 MEETING OF THE GOVERNING BOARD**

**AGENDA**

Date **Thursday 27th February, 2020**

Time 6.30pm

Place Kings Wood School

Clerk Paul Treadwell, pdtreadwell@gmail.com

**Welcome and apologies for absence**

|  | **Agenda subject** | **Supporting Information** | **Action Required** |
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| **1** | **Notification of Any Other Business** |  |  |
| **2** | **Declarations of Interests / Loyalty in relation to items on this agenda**  **Governor Recruitment and re alignment of governor roles** |  | Formally approve the election of Jonathan Parsons & Florentina Diaconu |
| **3** | **Minutes and matters arising, including:** | Minutes – (Autumn Term Oct 17th 2019) | Approval |
| **4** | **Strategic Management** |  |  |
| **4.1** | Report of the Headteacher | Report previously circulated | Understand and challenge information given |
| **4.1** | Self-Evaluation Form (SEF 2019-20) | Included in the HT Report |  |
| **4.2** | School Development Plan (SDP 2019-20) |  | Update |
| **4.3** | Budget Monitoring  SFVS Submission (due Feb 28th) see below. |  | To note revised draft budget monitoring requirements (due end Feb)  Submission of agreed SFVS. |
| **5** | **Delegated reports - Committees** | Minutes previously circulated/attached |  |
| **5.1** | Resources Committee | Minutes | To confirm that the SFVS has been / will be submitted to the LA by 28 February 2020.  To confirm arrangements for submitting a provisional financial plan to the LA by the deadline of 28 February 2020.  Confirmation of purchasing decisions. |
| **5.2** | Curriculum Committee | Minutes |  |
| **5.3** | Personnel and Pay Review Committee | Minutes |  |
| **5.4** | Any HR Related Panels, Complaints Panel and Pupil Discipline Committees to report. |  | Brief Verbal Update if appropriate. |
| **6** | **Delegated reports - Governors:** | Reports previously circulated/attached |  |
| **6.1** | Chair |  | To report on any actions taken under delegated powers.  Governance: thinking & planning strategically through 2020. |
| **6.2** | Development Governor | Governing Board training records (available on GovernorHub) | To report on training attended.  To consider appropriate topics for WGB training.  To note the date of the BEP governor conference (26 June 2020) and consider attendance. |
| **6.3** | SEND Governor |  |  |
| **6.4** | Safeguarding Governor |  | To confirm that the SCR is up to date. |
| **6.5** | Equalities Governor | Equalities Report & Statement. | Report from the Equalities Governor.    Equalities Statement for discussion. |
| **6.6** | Pupil Premium Governor | To note revised guidance & funding arrangements 2020-21 (extra £25 per pupil). |  |
| **6.7** | Data Protection Governor | GDPR Update. | GDPR Update. |
| **6.8** | PSHE Governor |  | To report on progress towards development of the RSE Policy in line with new statutory guidance |
| **6.9** | Governor Monitoring visits |  | Consider action points and inform further visits |
| **7** | **Other Matters / New Business** |  |  |
| **7.1** | Admissions Arrangements - September 2021 | **Appendix 1** (attached) | Consider proposals and respond to the LA |
| **7.2** | Move to the New Unitary Council – Actions for Schools | [How The New Unitary Council for Buckinghamshire Will Affect Schools](https://app.governorhub.com/document/5df3b319386a14399553d2a0/view) | To note relevant actions |

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| **7.3** | School Security Guidance | [DfE School and College Security Guidance](https://www.gov.uk/government/publications/school-and-college-security/school-and-college-security)  [Supporting Toolkits and Templates](https://www.gov.uk/government/publications/school-and-college-security) | To note guidance and available templates / checklists.  Delegate review of the following to the relevant committee;   * School Security Policy and Plan * Emergency Plan * Business Continuity Arrangements |
| **7.4** | Character Education Framework | [Character Education Framework](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/845905/Character_Education_Framework_Guidance.pdf) | To note and delegate consideration to the Headteacher / Curriculum and Standards Committee |

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| **7.5** | PE and Sports Premium (Primary Only) | [PE and Sports Premium for Primary Schools (Updated 1 November 2019)](https://www.gov.uk/guidance/pe-and-sport-premium-for-primary-schools#history)  [Swim England Guidance on the Use of PE / Sports Premium for Swimming and Water Safety](https://app.governorhub.com/document/5de508d71678c51b2b7d39f3/view) | To note funding for 2019/20 and reporting requirements. |
| **7.6** | DfE Consultation on Plans for Universal School Inspections | [Link to Consultation](https://consult.education.gov.uk/inspection-and-accountability-division/removal-of-the-outstanding-exemption/) | Consider whether to respond to consultation by deadline of 24 February 2020 |
| **8** | **Recurring items** |  |  |
| **8.1** | Term Dates and In-Service Training Dates | Note dates specified by the LA for 2020/21:  Tuesday 1st September 2020  Monday 4th January 2021  Plus **3** school specific dates | To agree / approve school specific inset dates. |
| **8.2** | School Website | Website Audit Tools available on GovernorHub. | To confirm that the school website is up to date and compliant and that arrangements are in place to update it. |
| **8.3** | Policies  Most policies approved at Committee Level (this one might be moved to the Resources Committee). | [Bucks CC Model Pay Policy](https://app.governorhub.com/document/5dc1b024941770cde4abb951/view) | To review and approve policies as appropriate in accordance with the school’s schedule |
| **9** | **Dates and times of next meetings** | **Next one Tuesday June 16th 6.30pm.** | Approval/Plan |
| **10** | **Any Other Business** |  |  |
| **11** | **Evaluation of meeting** |  | Confirm meeting has been conducted appropriately |