

**THE QUEEN'S SCHOOL BOARD OF GOVERNORS**  
 Minutes of the Full Governing Board Meeting  
 Held on 13<sup>th</sup> October 2022  
 19.00-21.00



Official

Governor Attendance	Initials	Governor Type	Sept 28	Oct 13	Dec 8	Jan 31	May 18	June 22
			2022	2022	2022	2023	2023	2023
Harry Charrington	HC	Foundation	x	✓				
Janine Farrance	JF	Foundation	✓	✓				
Giles Fraser	GF	Foundation	✓	✓				
Auriol Hale	AH	Foundation	n/a	A				
Inga Hall	IH	Foundation	✓	✓				
Melanie Harrington	MH	Co-opted	✓	✓				
Mark Ivory	MI	Foundation	✓	✓				
Sanobier Kodia	SK	Staff	✓	A				
Laura Leicester	LL	Parent	A	A				
Kennan Michel	KM	Co-opted	n/a	✓				
Marian Mollett	MM	Foundation	✓	✓				
Mark Ollard	MO	LA	x	✓				
Vasiles Polydorou	VP	Foundation	✓	✓				
Barney Rodgers	BR	Foundation	✓	✓				
Jenny Stroud-Turp	JST	Headteacher	✓	✓				
Larissa Sutton	LS	Parent	✓	✓				
Karen Verge	KV	Deputy Head Associate Member	n/a	✓				

✓ present      ✗ absent      A apologies      V vacancy

Others attending (this meeting only)	Role
Selina McClure	Wandsworth Clerking Services

Minutes approved as a true and accurate record of the meeting:

Signed: \_\_\_\_\_  
 (Inga Hall, Chair)

Date: \_\_\_\_\_

Agenda	Actions Agreed
<p>The Chair welcomed prospective co-opted Governor <b>Kennan Michel</b>, Deputy Head <b>Karen Verge</b> and clerk <b>Selina McClure</b>. There was an opening prayer led by Revd Harrington</p>	
<p><b>1 Welcome, introductions and apologies for absence.</b></p>	
<p>Apologies for absence are noted in the attendance table, on page 1. All apologies were accepted.</p>	
<p><b>2. Declarations of interest.</b> All governors were reminded of the need for confidentiality and to declare any direct or indirect pecuniary interest which might relate to any matter under discussion. <b>There were no declarations of interest</b></p>	
<p><b>3. To note appointments</b></p>	
<p><b>3.1</b> It was noted that <b>Auriol Hale</b> was appointed as a Foundation governor for a term of four years by St Anne's PCC on the 16<sup>th</sup> of July 2022. The board accepted the appointment.</p>	
<p><b>3.2</b> The board <b>approved</b> the appointment of <b>Kennan Michel</b> as co-opted governor for a term of four years.</p>	
<p><b>3.3</b> The board <b>approved</b> the appointment of <b>Karen Verge</b> as associate member for a term of four years. It was agreed that KV will have voting rights on all committees.</p>	
<p><b>4 Approval of the Minutes of FGB (23 June) and <a href="#">EFGB (28 Sept)</a> actions and matters arising</b></p>	
<p>It was noted that the minutes of the 23<sup>rd</sup> of June FGB along with Summer term committee meetings were unavailable and will be available for review and approval by November.</p>	<p>Approval of minutes of 23 June FGB c/f to next meeting</p>
<p>The minutes from the <a href="#">EFGB</a> 28<sup>th</sup> September were <b>approved</b> and will be signed by the Chair via Governor Hub</p>	
<p><b>5 To receive report on name-change working group and to note membership (LS)</b></p>	
<p>LS reported that a working group has been formed and membership, roles and responsibilities have been agreed. The group are working through main priorities, i.e., research, logo, fiscal impact, uniform changes, implementation plan and project timeline. The project timeline may be linked to the coronation date in May or the end of the academic year. The group will meet after half term and will provide an update to the next FGB meeting in December.</p>	<p>LS to present an update on name change working group at next FGB</p>
<p><b>6 <a href="#">Chair's report</a></b></p>	
<p>The Chair referred to her report and highlighted that Mark Ivory is to step down as co-vice-chair but remains on the board in all other capacities including as Admissions Chair and Training Governor. The Chair thanked MI for his contribution to the role.</p>	
<p><b>7. To receive and consider Vision-related documents including:</b></p>	
<p><b>7.1 <a href="#">School Development Plan</a> and <a href="#">School SEF</a> (JST)</b></p>	
<p><b>7.1.1</b> The Head gave an overview of the SEF document and the School Development Plan (SDP) and noted that the SEF has been evaluated against The Ofsted Inspection Framework and that priorities have been fed into the SDP. The SDP is aligned with Vision Priorities, which have been separated into specific committee key areas of focus and responsibilities. The SDP contains detailed action plans underlying each</p>	

Agenda		Actions Agreed
	<p>priority, which show termly monitoring and key areas of work, and also the success criteria against which each is assessed. The Chair noted that the SDP provides a clear roadmap for the board to provide the support and challenge and highlighted two examples of action plans which are included in the papers. The action plans contain detailed lists of success criteria which will be reviewed by committees. The vision control document will be updated to ensure that governors are aware how the school is on track. The Chair asked that all committee chairs review the relevant actions plans in committees.</p>	
7.1.2	<p><b>Following a query from a Governor</b> the Head explained that all the entries on the right-hand column on the <a href="#">SEF</a> are evidence that the school meets the Ofsted criteria (which have been RAG rated) and what had been completed, at the end of each section are listed areas for development.</p> <p><b>Q: Is the SEF based on the Ofsted criteria for being good rather than outstanding?</b>  A: (JST) Yes. The school needs to be good in every area in order to be outstanding. Any areas that require improvement is fed into the areas for improvement section.</p> <p>The Chair explained that the Ofsted framework has changed, and the Head gave an overview of the changes for the benefit of governors. The Head highlighted that the framework has moved away from data-heavy inspections and now includes a judgment based on quality of education with key focus on curriculum, middle leaders and subject leads.</p> <p>A governor highlighted that the Ofsted and SIAMs expectations were discussed at the away day. The slides of which are hosted on <a href="#">Governor Hub</a>.</p> <p>There was a brief discussion on Ofsted expectations and the reduction in the percentage of schools that will be graded outstanding under the new framework.</p>	
7.1.3	<p>The Chair highlighted that the SEF is a good snapshot of the school, and this will be discussed in full at committees.</p> <p>Points to note:</p> <ul style="list-style-type: none"> <li>• The key focus is the ‘quality of education’ criteria. This is an area (based on the views of external advisors ) where the school is currently rated requires improvement (it is moving towards good).</li> <li>• Some areas have not been RAG rated and the chair <b>asked</b> if any of those areas were red. The Head explained that at the recent all school review, the ‘personal development’ criteria had not been reviewed so is not yet graded. This will be looked at in Pastoral and Kairos committees.</li> <li>• The ‘Leadership and management’ criteria is an orange rating – (it was noted that it cannot be rated as good if the quality of education is rated “requires improvement”).</li> <li>• The Chair noted however that Governance and Safeguarding aspects of the Leadership and Management section are green rated - which is positive.</li> <li>• There is a focus on vocabulary in every subject area</li> </ul>	<p>Personal Development aspect of the SEF to be considered further at Pastoral &amp; Kairos</p>

Agenda		Actions Agreed
	<ul style="list-style-type: none"> <li>The SEF highlights the significance of the SEND provision which threads through the SEF. The Head noted that this relates to the increase of children with high needs coming into the school.</li> </ul>	
7.1.4	<p><b>Q: Knowledge organisers for Maths and upskills of subject lead is an area of development. How do you feel the subject leads are feeling about this?</b></p> <p>A: (JST) Last year the focus was getting all the documents in place, reviewing the curriculum and getting all the skills and knowledge and progression maps in place; ensuring that there is well structured curriculum, and a good intent implementation impact for every subject. The focus this year is the quality of teaching in the classroom. We have a monitoring plan in place and subject leaders are getting to grips with their subjects as there has been staff changes. The implementation (delivery in the classroom) is a focus for CPD/CPL this year, alongside continued development of subject leaders and assessment in foundation subjects.</p>	
7.1.5	<p><b>Q: In the SIP Report there is a suggestion that we should take some of the best examples of SEFs from other schools and incorporate it into our SEF. Have you done this?</b></p> <p>A: (JST) There is no size fits all and the examples reviewed took a wide range of approaches. It is difficult to fit other school's work into our criteria. SIAMS does suggest an executive summary page which would be useful.</p> <p><b>It was agreed that the</b> Head will add summary page to the SEF in time for the next FGB.</p> <p><b>Following a query</b> from a governor the Head confirmed that the SEF was updated annually but was a live document which can be added to throughout the year.</p>	JST to add SEF summary page to SEF by next FGB.
7.1.6	<p><b>A governor suggested</b> that bullet point can be added to the SEF about ensuring there is enough stretch and challenge for SEN pupils (This is in reference to p7. <i>"The work given to pupils is demanding and matches the aims of our curriculum in being coherently planned and sequenced towards cumulatively sufficient knowledge"</i>). The Head agreed and repeated that as the SEF is a live document this can be added to and will be shared with the staff for input.</p>	
7.1.7	<p><b>Q: This is completed against the Ofsted criteria. Would you consider doing this against the SIAMS criteria?</b></p> <p>A (JST) There is updated SIAMs SEF training next month so this can be reviewed following that.</p>	SIAMS SEF will be shared with Pastoral & Kairos, when completed (in process)
7.2	<p><b>To consider 2022/23 termly action plans for each Vision Priority. Governors to agree priorities for the current academic year from the current Vision Control Document and incorporating current Vision Priorities.</b></p> <p>The Chair confirmed the next steps. The SEF and the SDP will go to the School Improvement partner, to committees for detailed review and the Head will provide updated reports.</p>	
8.	<p><b>To consider <a href="#">SIP report</a> (Summer Term) and actions on committees</b></p>	

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	The Chair noted that the C&S committee had reviewed the SIP report on the 6th October. The recommendations for governors were positive and constructive with some useful elements requiring work that have either been superseded or are ongoing.	
9	To note the <a href="#">Headteachers' Report</a>	
9.1	<p>The Head highlighted <a href="#">Outcome report</a></p> <ul style="list-style-type: none"> <li>The end of Key stage 2 Outcomes was positive. Progress in reading writing and maths was good compared to negative progress in writing in 2019, which is to be celebrated.</li> <li>The Head explained progress and attainment for the benefit of new governors. The Chair highlighted that historically, progress has been below national compared to the high rate of attainment at the school.</li> </ul> <p><b>Q: Were those outcomes what you expected?</b> A: (JST) We were pleasantly surprised. Our Year 6 children worked really hard, but it was a very challenging cohort (which was also impacted by pandemic and disruption in year groups). We were hopeful of achieving these sorts of outcomes, and the changes that we put through into the curriculum (changes made to the writing process and guided reading and maths interventions) made an impact.</p> <p><b>Q: Do we know how we compared with local schools?</b> A: (JST) The results are not published or shared. We do have results against National, as shown in outcomes report. The DfE/LA are not going to publish the results due to the understanding that all children faced a challenging situation with Covid.</p> <p><b>Q; Does that mean that the information is incorrect on the website?</b> A: (JST) The government have issued a statement regarding this which has been added to our website, alongside all our data, which is now up to date, including SATS data from 2022.</p> <p><b>Q: Can you talk about the provision for PPG children? In reference to the Value-added scores there are no PPG children. Is this unusual?</b> A: (JST) There was one pupil (PPG with SEN) who did not make the standard across reading writing and maths, but they did make good progress. Another PPG child (with SEN needs) did not sit any of the SATs. We are looking at the support that we can give PPG pupils, particularly in Year 5 and 6. Interventions are in place for this year, detailed in PPG plan.</p>	
9.2	<p><b>Preparation for SIAMS.</b></p> <p><b>Following a query from the Chair</b> the Head confirmed that governors will have the opportunity to meet with the new SDBE advisor (Rachel Phillips) during the Autumn term. The Diocese will also offer governor training in November.</p>	
9.3	<p><b>Q: The school is recruiting [two ]extra Teaching Assistants (TAs). Does that increase the overall number of TAs we have and is this matched to increasing needs?</b></p>	

Agenda		Actions Agreed
	<p>A: (JST) The TAs were matched very carefully against the needs of children at the end of last year. More children with high needs have entered the school this year, so we have recruited two additional TAs to support them. (see <a href="#">Finance</a> update). The school is working hard to get the EHCPs in place to achieve the additional funding. A governor highlighted the increase of SEN from 32 to 52 and the head noted that the number of health care plans is now above national average, including the number of pupils with SEN support (not EHCP)</p> <p>There was a brief discussion on the format of the data report <b>and a governor asked</b> if there was anything that needs to be highlighted. The Head noted that the report gives a good data overview of the different groups in the school. The Chair highlighted examples in which committees use different elements of the detailed data and information in the report to improve outcomes for pupils and noted that the reports will be analysed in detail and greater depth at committee level, (particularly at C&amp;S).</p>	
9.4	<p><a href="#">SEND review meeting</a> held on 20 September</p> <p>The Head noted that the report issued by the AfC SEND team was reviewed at the C&amp;S committee meeting (<a href="#">6<sup>th</sup> Oct</a>). The SEND review was positive in general, with certain items raised in the whole school review that require further development (see minutes). The Head noted that work is in progress to ensure actions from SEND review and whole school review are put in place and training of support staff continues to be a focus .</p>	
9.5	<p><b>Website update and compliance</b></p> <p>The Head noted that website is still being updated but meets all statutory requirements.</p> <p><b>Q: Are you confident that the website will be up to date and easier to navigate; when will it be completed?</b></p> <p>A: (JST) Yes, the website will be easier to navigate, and we are also sifting out any old information. The website is more user friendly and intuitive with a new introduction which will guide people through the website. It will also showcase our results. All updates will be completed by half term. Website now live and will be promoted to parents .</p>	
9.6	<p><a href="#">Staffing Structure</a> – The Chair highlighted the document for reference.</p>	
10	<p><b>Safeguarding</b> (<i>Standing item</i>)</p>	
10.1	<p>To receive a Safeguarding Report from the Headteacher</p> <p>The Head noted that Safeguarding report forms part of the <a href="#">Headteacher's Report</a>. The Head confirmed:</p> <ul style="list-style-type: none"> <li>• Staff training is up to date. Online safety training will take place later in the year (to include parents and staff)</li> <li>• Safeguarding audit and action plan has been completed and discussed with safeguarding governors.</li> </ul>	

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	<ul style="list-style-type: none"> <li>There was one incident regarding online safety (in google classroom -a pupil used inappropriate language and shared passwords.) The school acted quickly. The school updated password security and engaged with IT support (who have been through the system and identified how it happened). The school has received advice from the safer school officer and met with the family to address the issue.</li> </ul> <p>The Chair advised that she has discussed with the Head online safety training for parents. The Head noted that a workshop with parents and children on online safety is being planned for the future.</p>	
10.2	<p><b>Update to KCSIE - To confirm all governors have read the updated KCSiE guidance</b></p> <p>The clerk advised the emphasis of safeguarding culture in the school, and noted that the Key for School governors contains a good <a href="#">summary</a> of the updates to the guidance.</p> <p>The Chair reminded all governors to complete the declaration on Governor Hub.</p>	All governors to read all of latest KCSIE and complete declaration on Governor Hub
11	<p><b>Receive recommendations from P&amp;P re pay to enable consultation on Whole School Pay Policy (MM)</b></p> <p>MM gave an outline of the pay recommendation and referred to the pay outline <a href="#">report</a> to the FGB)</p> <ul style="list-style-type: none"> <li>The School Teachers' Review Body (STRB) has recommended a 5% pay increase to all teachers' pay and allowance points (with increases of up to 8.9% at lower levels of the pay scale) in September 2022, which the Secretary of State for Education has accepted for a period of one year.</li> <li>It was noted that there is a budget impact as 2022-2023 budget factored in a 3% pay rise.</li> <li>The pay outline sets out the context and notes that the board is restrained as to what percentage increase they can offer.</li> </ul> <p>The pay committees' <b>recommendation</b> is that the government's proposal is accepted, and this is put to staff consultation.</p> <p><b>Q: Have the unions accepted ?</b> A: (JST) This has gone to members.</p> <p><b>Q: If they do not accept and if this goes to strike will this go to consultation again?</b></p> <p>MM noted that if the consultation is rejected by the teaching body at the school and/or the government revises its offer due to rejection of the offer by the unions, the documents can be revised.</p> <p>The Whole school Pay Policy recommendation <b>was accepted</b> (subject to consultation) <b>and it was agreed</b> that this is to go to consultation.</p>	

Agenda		Actions Agreed
	<ul style="list-style-type: none"> <li>- The WSPP will now go out for consultation with the staff and will be displayed in the staff room for comment.</li> <li>- The WSPP will be ratified at the next FGB.</li> </ul>	
12	<p><b>Receive report on <a href="#">staff consultation</a> and decide on next steps (MM)</b> MM reported on the staff survey completed in June. Key points:</p> <ul style="list-style-type: none"> <li>- There was a low response rate. (Numbers and actual response)</li> <li>- The survey was in the Summer term- which was a busy and challenging time.</li> <li>- MM has discussed the survey with the Head and Deputy Head (KV) and has highlighted any concerns.</li> <li>- Next steps are to compress the survey into an anonymised version which will be circulated to the staff.</li> <li>- The staff's view of governance has been seen to worsen compared to last year. IH and MM will look at strategies to make governance more visible to staff i.e. staff surgeries, staff meetings (to go through the survey)</li> <li>- The survey will be repeated in order to track data and note any key trends.</li> </ul> <p><b>Q; Is there any particular metric that we can use to demonstrate any progress (positive and negative) in any areas?</b></p> <p>A: (MM) It is difficult to quantify into one score.</p> <p>The Chair noted that due to the low response rates it is difficult to compare the data and that it is more important to look at context. The Chair and other governors highlighted that it was important that governors have more discussions with staff and find opportunities to meet with them (i.e., safeguarding visits, phase visits, subject leaders presenting at committees). The Chair emphasised the importance that staff know that they are heard and valued by governors.</p> <p><b>Q: Is there a morale problem?</b></p> <p>The Head noted that there were the perennial issues with workload, but morale was overall very positive - the school is a good team who work well together.</p> <p>KV noted that support staff do not understand the role of governors and suggested that this can be addressed during phase visits.</p> <p><b>Q: In reference to question "I find the prospect of building my career at Queen's exciting" (No: 1; Not sure 9; Yes 7) Is this venting?</b></p> <p>A: (JST) No, I think that this a realistic assessment of staff's role. There are not many opportunities for Teachers and Teaching Assistants to progress at the school. (KV) We have teachers who are happy to be in the class. (JST) Teachers are very happy at Queen's as demonstrated by the retention and long service of many staff and staff who return</p>	
13	<p><b>Approval of <a href="#">Child Protection Policy</a> (LS)</b> LS reported that the policy has been reviewed with the SLT, Safeguarding governors have been appointing and points of contacts have been addressed. She noted that the policy is user friendly and is clear and concise. The Child Protection Policy <b>was approved</b> by all present .</p>	

Agenda		Actions Agreed
14	<p><b>To receive <a href="#">Admissions update</a> including starter numbers for Reception September 2022 in criteria order and final destinations of Year 6 Leavers (MI)</b></p> <p>MI gave an overview of numbers and highlighted any key changes.</p> <ul style="list-style-type: none"> <li>- Number on roll on 1 October 2022 is 390 compared to 370 last year.</li> <li>- There are 20 spaces in Year 4. The Pupil numbers working group are working on this.</li> <li>- The Chair asked the Head to thank Michelle Jones for her hard work in recruiting children from the waiting list, which has a big impact on numbers this year.</li> <li>- 29 new joiners – it was noted that some pupils are joining from local school Riverside (which is going through some changes at the moment).</li> <li>- Reception is oversubscribed</li> <li>- There were a low number of Church places this year. Possible reasons are due to Covid and how this affected Church attendance. MI highlighted (anecdotally) that applications for 2023-2024 have increased.</li> <li>- Leavers – independent school 14, State school 32.</li> </ul> <p><b>Q: How does this compare with previous years?</b> A: (MI) There is a higher proportion going to state schools than previous years.</p>	
15	<p><b>Finance report - 2022-23 Budget Plan monitoring (MO)</b></p> <p>The report is the <a href="#">minutes</a> from the Finance meeting. MO reported that</p> <ul style="list-style-type: none"> <li>• Numbers on roll are good - 390 compared to 370 last year</li> <li>• Budget is deficit of 60k. Outturn is affected by factors i.e.; Teachers and support pay settlements (£9k and £23k) SEND support £28k; EHCP £20k)</li> <li>• The total impact is approx. £91k, giving a reforecast full-year outturn of a £150k overspend.</li> </ul>	
16	<p><b>Governing Board Self Evaluation - To receive and consider Governors' SEF Analysis and agree actions for improvements/changes and to note next steps re Chair's 360 review. (IH)</b></p> <p>The Chair asked governors to review the SEF and reflect particularly on the Q. 20 and email her comments by half term. Q: <i>"Those governing are confident that the decisions the governing board makes have led to both improved outcomes for pupils and ongoing financial stability for the school"</i></p> <p>It was agreed that the Chair 360 review is to be deferred due to the Chair leaving the role Summer 23.</p>	<p>All governors to reflect on NGA Q20 "Those governing are confident that the decisions the governing board makes have led to both improved outcomes for pupils and ongoing financial stability for the school" and email chair comments by half term</p>
17	<p><b><a href="#">Phase update</a> - To receive update on approach to phase work and to consider Summer term 2022 phase reports <a href="#">1</a>, <a href="#">2</a> and <a href="#">3</a> (VP)</b></p> <p>VP gave a phase update. Key points:</p> <ul style="list-style-type: none"> <li>- Three phase visits were completed in the Summer Term. The visits were positive and enjoyable, and it helped governors understand intent and</li> </ul>	<p>Week to be agreed for Phase visits. VP to email all governors with visit details.</p>

Agenda		Actions Agreed
	<p>implementation of the curriculum plans and see teaching and learning in action. It was noted that the children were engaged, calm and well behaved</p> <ul style="list-style-type: none"> <li>- At C&amp;S committee (<a href="#">6<sup>th</sup> Oct</a>) the committee met with Phase leads and discussed the focus of visits for Autumn 2. (Time TBC). The area of focus is SEND and assessment for learning (AFL). KV is to arrange Governor training on “target tracker” and AFL techniques used across the school.</li> </ul>	
18	<p><b>To note <a href="#">proposal</a> from neighbour regarding purchase of land</b> The Chair confirmed that there was no update to the proposal for the purchase of land (by neighbours) and this will come back to FGB.</p>	Chair to seek update from SBM
19	<b>Committee, link governors and working groups:</b>	
19.1	<a href="#">Committee membership</a> - to note.	
19.2	<p><b>Committee reports</b> The Chair highlighted the minutes of the committee who have met this term. All minutes are hyperlinked below.</p>	
19.2.1	<a href="#">Steering</a> - 15/09/22	
19.2.2	<b>Premises, Health &amp; Safety &amp; Lettings</b>	
19.2.3	<b>Pastoral</b>	
19.2.4	<b>Kairos</b>	
19.2.5	<a href="#">Finance</a> - 29/09/22	
19.2.6	<a href="#">Curriculum &amp; Standards</a> - 06/10/22	
19.2.7	<a href="#">Pay &amp; Personnel</a>	
19.2.8	<b>Admissions</b>	
20	<b>Governing Board Administration:</b>	
20.1	<p><a href="#">Governing Board Standing Orders</a> – Review/Adoption</p> <p><b>It was agreed</b> that the draft tracked changes Standing Orders will be added to Governor Hub for comment and this will be ratified at the next FGB.</p>	Standing orders tracked changes to be added to GH and ratified at next FGB
20.2	<p><b><a href="#">Code of conduct: Adopt Code of Conduct 22/23</a></b></p> <p>The code of conduct was accepted.</p> <p><b>It was agreed that all</b> governors read and complete the code of conduct declaration on Governor Hub.</p>	Code of conduct declaration to be completed by the end of half term
20.3	<p><b>Register of Business Interests</b> - All governors to sign – to be published on website</p> <p><b>It was agreed that all</b> governors complete the Register of business interest via their GovernorHub Profile.</p>	Register of business interest declaration to be completed by the end of half term

Agenda		Actions Agreed
20.4	<p>To consider and approve the <a href="#">Calendar of Dates for 2022/23</a></p> <p>It was agreed that any changes of the dates are to be sent to Chair by the 15<sup>th</sup> of October</p>	Any changes of the calendar of dates to be sent to Chair by the 15 <sup>th</sup> of October
20.5	To confirm that the following are up to date:	
20.5.1	<p><b>DBS checks and 128 checks</b></p> <p>The Chair noted that BR and IH DBs checks are to be updated and that all new governors will begin the process of the checks.</p>	
20.5.2	<p><b>Get Information about Schools</b></p> <p>The chair noted that <a href="#">GIAS</a> is up to date barring the new governors.</p>	
20.5.3	<p><b>Meeting attendance for the previous year</b></p> <p>This is up to date.</p>	
21	<b>Governing Board Strategy 2022-23:</b>	
21.1	<p><b>Agree Governing Board <a href="#">Annual Schedule of Work 2022-23 (ASW)</a></b></p> <p>The chair noted that the ASW has been overhauled and streamlined and asked governors to send any comments to her before the end of Half term.</p>	Comments on ASW to be sent to Chair by the end of half term .
21.2	<p><a href="#">Policy Progress Report</a> (Standing Item – IH)</p> <p>The Chair noted that this is to be updated.</p>	
21.3	<p><b>Governor Training - To receive an update on Governor Training and governors to report on training booked and undertaken (MI)</b></p> <p>MI gave an update on training:</p> <ul style="list-style-type: none"> <li>• AfC have a new training booking system – SLA online</li> <li>• MI encouraged all governors to complete one training session per term particularly safeguarding and new Governor induction training.</li> <li>• MI highlighted safeguarding training SLA AfC – 9<sup>th</sup> November at AfC</li> <li>• MI asked all governors to record their training to Governor Hub</li> <li>• Safeguarding training slides (level 2) is to be updated by JST and will be posted on Governor Hub</li> </ul> <p><b>A governor asked</b> if safeguarding training completed through the diocese was relevant?</p> <p>MI noted that he been in contact with the clerk regarding this and was advised that if the training was current and relevant (i.e., strategic not operational) it can count some part towards governor training. MI recommended that all governors to complete level 1 and 2 training.</p>	MI to email all governors email from AfC on SLA
22	<p><b>To note items For/From other committees</b></p> <p>No report.</p>	
23	<p><b>Residents meeting</b></p> <p>It was reported that there was a residents meeting on the 10/10/22- one resident attended. A common objective was the removal of an ice cream van.</p>	
24	<p><b>Date of next meeting:</b></p> <p>8<sup>th</sup> December 2022 at 7pm.</p>	

**Papers**

- Agenda
- 4.2 Minutes - EFGB - 28 September 2022
- 6. Chair's report
- 7.1.1 SDP SCHOOL PRIORITIES
- 7.1.2 Self-evaluation SEPTEMBER 22
- 7.2.1 ACTION PLAN ENGLISH
- 7.2.2 ACTION PLAN MATHS
- 8. 20 22 Summer SIP Report Queen's
- 9.1.1 Head's report
- 9.1.2 – Outcomes Report
- 9.2 SEND Review Meeting Report 20.09.2022
- 9. Staffing Structure Whole School Autumn 2022 2023
- 11.1 DRAFT Whole School Pay Policy 2022 TRACKED
- 11.2 DRAFT Whole School Pay Policy 2022 Sept2022to Sept 2023
- 11.3 2022 PAY OUTLINE for FGB
- 12. Governor staff survey report
- 13. Child Protection policy
- 14. Admission update
- 16. Governor self-evaluation analysis
- 17.1 Phase meeting summer term\_220707
- 17.2 Governor visit Marian Mollett Phase 1 22 June 2022
- 17.3 Mark Ivory Governor visit record MI Phase 2 24.6.22
- 17.4 Mark Ollard Phase 3 Meeting Summer term 2017 FINAL
- 18. Downes' proposal
- 19.1 Committee and Phase membership
- 19.2.1 Steering Minutes 15 September 2022
- 19.2.5 Finance Minutes 29 September 2022
- 19.2.6. C&S Minutes 6<sup>th</sup> October
- 19.2.7. DRAFT P&P Minutes 21 September 2022 for FGB
- 20.1 Standing Orders 2022-23 version
- 20.2 Code of Conduct
- 20.4 Calendar of Dates 2022-23 v4
- 21.1 2022-23 Annual Schedule of Work Draft and final version
- 21.2 Policy & Key document tracker

**Actions agreed at Meeting**

	<b>Page no. Item</b>	<b>Details</b>	<b>Who</b>	<b>When</b>
Action 1	P2, Item 4	Approval of minutes of 23 June FGB c/f to next meeting	IH	8th Dec 22
Action 2	P2, Item 5	LS to present an update on name change working group at next FGB	LS	8th Dec 22
Action 3	P3, Item 7.1.3	Personal Development aspect of the SEF to be considered further at Pastoral & Kairos		
Action 4	P4, Item 7.1.5	JST to add summary page to SEF by next FGB.	JST	8th Dec 22
Action 5	P4, Item 7.1.7	SIAMS SEF will be shared with Pastoral & Kairos, when completed ( in process)	JST	Nov-22
Action 6	P6, Item 10.2	All governors to read all latest KCSIE and complete declaration on Governor Hub	All govs	21st Oct 22
Action 7	P9, Item 16	All governors to reflect on NGA Q20 "Those governing are confident that the decisions the governing board makes have led to both improved outcomes for pupils and ongoing financial stability for the school" and email chair comments by half term	All govs	21st Oct 22
Action 8	P9, Item 17	Week to be agreed for visits phase details, VP to email all governors with visit details.	VP	ASAP
Action 9	P10, Item 20.1	Standing orders tracked changes document to be added to Governor Hub and ratified at next FGB	IH	21st Oct 22
Action 10	P10, Item 20.2	Code of conduct declaration on Governor Hub to be completed by the end of half term	All govs	21st Oct 22
Action 11	P10, Item 20.3	Register of business interest declaration on Governor Hub to be completed by the end of half term	All govs	21st Oct 22
Action 12	P10, Item 20.4	Any comments on calendar of dates to be sent to Chair by the 15th of October	All govs	21st Oct 22
Action 13	P10, Item 21.1	Comments on Annual Scheme of work to be sent to Chair by the end of half term .	All govs	21st Oct 22
Action 14	P11, Item 21.3	MI to email all governors with details of AfC SLA training	MI	ASAP