**East Sheen Primary School**

*FGB Agenda*

*East Sheen Primary School*

*Tuesday 28th June 2022*

*7:30pm*

*Quorum: 9 governors*

***Governing Body (GB) meetings should be driven by school improvement, not “business”. Meetings are more effective and rewarding for everyone if they consist of stimulating debate discussing strategic direction and evaluating the progress that the school is making, rather than being dominated by matters of business, policy review and information sharing. Several strategies can facilitate this:***

***Prior to the meeting:***

1. ***All relevant information is circulated well in advance of the meeting***
2. ***This information is read by every governor so that there is minimum information sharing at the meeting and maximum discussion***

***In the meeting:***

1. ***Agenda and discussion focus clearly on school improvement***
2. ***Conclusions, decisions and actions are clearly summarised by the Chair before moving onto another agenda item***

*Throughout the meeting, governors are asked to be mindful of the 3 core functions of a Governing Body (according to the Governance Handbook):*

* ***Ensuring clarity of vision, ethos and strategic direction;***
* ***Holding executive leaders to account for the educational performance of the organisation and its pupils, and the performance management of staff; and***
* ***Overseeing the financial performance of the organisation and making sure its money is well spent.***

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| 1. **Priority Papers for Review at this meeting**
 | 1. **Useful Papers for this meeting (if you have time)**
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| * 3-Year Budget
* EAL Handbook
* Addendum to SEND Report to Governors
* Meeting schedule 2022-2023
* Summer SIP Report
 | * Minutes of last FGB 24/05/22
* School Improvement at ESPS 2021-2022 ppt
* Governor Visit Reports
* EAL, Diversity, T&L Visits, Learning Walk, EI
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| 1. **Supplementary Reading (Background information or Briefings)**
 | 1. **Reference Documents**
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| * INSET doc Summer Term 2022
 | * HT Report and Data Dashboard
* Glossary for Data Dashboard
* SEND Report to Governors Original
* Link Class Allocations
* SDP & School Priorities
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| *Debbie Canner (Head) Harry Page, Susannah Milligan, Chris Styles, Graham Dyer, Helen Wrigglesworth, Andrew Miller, Nathalie Townley, Emmet Regan, Jessica Zayouna, Carol Hawkins, Nicky Dorman, Rupert Brown, Emily Maltby, Jess Oliver, Leon Orr* |

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| *7:30pm* | **PROCEDURAL BUSINESS** |
| **1.** | **Welcome, Apologies & Notification of Any Other Urgent Business.**Chair to address Vision and Values Statement | Chair |
| **2.** | **Declarations of Interest** | Chair |
| **3.** | **Approve Minutes of previous meeting** | Chair |
| **4.** | **Changes to Governing Body Membership*** Ratify Will Paterson as co-opted member of governing board
 | Chair |

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| *7:35pm* | **MAIN AGENDA ITEMS: SCHOOL CONTINUITY & SCHOOL IMPROVEMENT**  |
| **5.** | **Review Impact of SDP 2021-2022 & Verbal Committee Updates**Chair to recap school development cycleHead to summarise impact of the SDP 2021-202 **T&L**1. *Maximise the progress for all to close attainment gaps ensuring children meet age expected standard or beyond*
2. *Monitor the impact of targeted interventions to ensure progress maximised and at least ‘good’ and gaps arising from school closures are addressed.*
3. *Implement robust monitoring programme post covid to evidence consistency of QFT across the school and support development of subject leaders.*
4. *Further develop environmental intelligence strand through the curriculum*
5. *Increase the opportunities for outdoor learning and field study post covid.*
6. *Introduce French curriculum to EYFS and KS1 and assess impact of the changes made to the delivery of French, music and computing.*

**CFC**1. *Wellbeing of pupils and staff is promoted*
2. *ESPS is a school of choice for families in the community (evidenced by 95% occupancy), promoted and recognised for its strong core values, inclusivity, achievement and leadership in innovative teaching and learning*
3. *Achieve 97% attendance for all pupil groups.*

**Resources** 1. *Manage school budget proactively to reduce projected deficit position*
2. *Monitor impact of grant spending on pupil groups*
3. *Manage plans for new build project to ensure provision of high-quality classrooms with minimised impact on school operations*
4. *Consider environmental issues affecting the school site (including continued monitoring of pollution) and adopt reasonable measures to mitigate effects.*
 | Head (supported by committee chairs) |
| **6.** | **Goal setting for 2022-2023 and input into next year's SDP priorities**Summary of discussion at committeeLong term T&L Goals 1. To maximise Progress and Attainment for each child through the delivery of a broad and exciting curriculum employing Thinking School methodologies 2. To become an “environmentally intelligent” school that enables our pupils to understand and think critically about environmental issues; promoting global citizenship, responsibility and leadershipLong-term CFC Goals 1. A full school by 2022 2. To maintain a focus on the well-being of pupils and staff 3. ESPS to be recognised as a leader in innovative teaching and learningLong-term Resources Goals 1. Monitor and mitigate against the effects of pollution 2. Identify and realise additional sources of income 3. Ensure that PPG and Sports Premium Grant are used effectively to have a positive impact on learning, health and well-being | Committee Chairs |
| **7.** | **COVID-19 Update*** COVID catch up funding – any updates
 | Head |
| **8.** | **Monitoring Visits*** Feedback from governor link visits
* Classroom visits TL
* Learning walk Feedback
 | Chair |
| **9.** | **School Improvement Partner (SIP)** * Summer SIP Report
* How will the subject leaders evaluate the impact of their respective curriculum upon pupils’ learning? How will this be reported to governors?
* What will be the next steps for overall curriculum development?
 | Head |

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| *8:35pm-9:00pm* |  **STANDING ITEMS: ‘KNOW YOUR SCHOOL’** |  |
| **10.** | **Head Teacher Report and Data Dashboard** |  | Head |
| **11.** | **Agree pupil and attendance targets for next year** |  | Head |
| **12.** | **Staffing Update** |  | Head |
| **13.** | **Safeguarding Update** |  | Safeguarding LINK Governors/ Head |
| **14.** | **Wellbeing**  |  | Head/LINK |
| **15.** | **SEND**Addendum to Annual Report to Governors |  | LINK |
| **16.** | **Environmental Intelligence*** Update for this year from LINK Governors.
* What is the impact of this work? What is pupils’ understanding of the issues they can contribute to and how their actions on any aspect contribute to limiting climate change? (Question from SIP Report)
* Priorities for next year
 |  | LINK |

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| *9:00pm* | **OTHER BUSINESS** |  |
| **17.** | **Policy and Document Approval*** 3 year budget to be submitted by 30th June
 | Deputy |
| **18.** | **Sheen Mount Ofsted**  | Chair |
| **19.** | **Parent Satisfaction Survey** | Chair |
| **20.** | **Skills Audit** | Chair |
| **21.** | **Chairs 360 and Governance SEF** | Chair |
| **22.** | **Succession Planning*** Notification of Interest for positions of Chair, Vice-Chair & Committee Chairs and Committee Vice-Chairs
* Distributed leadership and delegation
 | Chair |
| **23.** | **CPD**22/23 CPD Schedule to be shared mid-JulyUnconscious Bias Training Feedback HW/SM/AWJ | Clerk |
| **24.** | **Governor Newsletter** | SM |
| **25.** | **Ratification of FGB and Committee Meeting Dates for 2021-2022** | Chair |
| **26.** | **Dates for the Diary**2nd July Family Festival14th July Away Day | Chair |

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|  | **ANY OTHER BUSINESS** |
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| *9:30pm* | **REFLECTION ON IMPACT AT MEETING AND FEEDBACK TO STAFF AND PUPIL LEADERSHIP TEAM** |
|  | 1. What impact have we had?
2. What to feedback to the PLT?
3. What to feedback to the staff?
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| **Dates of next Meetings:** | T&L Committee | Tuesday 19th July 8:00am |