

The Nar Valley Federation of Church Academies
Full Meeting of Local Governing Body
6.00pm, 9th October 2018
At Castle Acre CE Primary Academy



AUTUMN-1 2018 AGENDA		
Description	Lead	Paper Ref
1. Opening formalities 1.1 Opening Prayer 1.2 Receive Apologies for Absence 1.3 Consent/Non-consent to absence 1.4 Complete Declaration of Pecuniary and Personal Interests form 1.5 Declaration of any pecuniary or other interest with regard to items on the agenda	Chair	P&PI Form
2. Governing Body Membership 2.1 Review and record appointments, resignations and vacancies		
3. Minutes and Actions 3.1 To approve the minutes of the meeting held on 17/07/18 (<i>including confidential minutes</i>) 3.2 To review actions from previous meetings 3.3 To discuss matters arising from the minutes		Minutes Actions Summary
4. LGB Code of Conduct 4.1 To adopt and sign the DNEAT Code of Conduct 2018-2019		Code of Conduct
5. Scheme of Delegation 2018-2019 5.1 To adopt and sign the Scheme of Delegation for 2018-2019		SoD
6. Single Change Plan 6.1 Discuss and approve the Single Change Plan 6.2 Receive verbal report from Headteacher regarding key priorities for 2018-2019		Single Change Plan SOAP Operational Overview
7. Reports from Committees and Designated/Link Governors 7.1 Receive verbal reports from Chairs of LGB Committees: 7.1.1. Standards & Curriculum (including feedback regarding test results, Monitoring Visits plan and plan for presentations at meetings by Senior/Middle Leaders) 7.1.2. Ethos and Community (including feedback regarding readiness for new SIAMS framework, particularly with regard to Academy Vision) 7.1.3. Resources (including feedback regarding Academy budget) 7.1.4. HTPM (including feedback regarding plan for HT and Teacher Performance Management) 7.2 Receive verbal report from Designated/Link Governors regarding any activity they have undertaken since the last meeting		Committee Minutes
8. Governor Monitoring 8.1 Receive Governor Visit reports and discuss actions required		Visit Reports

<p>9. Continuous Profession Development for Governors</p> <p>9.1 Discuss training requirements for whole LGB and individual governors, particularly for those with designated responsibilities</p> <p><i>NB: all governors are expected to attend/undertake at least 2 training sessions each year (either online or face to face)</i></p>		<p>Working with Schools & Academies brochure</p> <p>What course should I do?</p> <p>NGA Learning Link: How to Register</p>
<p>10. Policies</p> <p>10.1 Adopt the following Core Trust Policies:</p> <p>10.1.1. Finance Policy (revised)</p> <p>10.1.2. RE Policy (treat as new policy as substantially re-written)</p> <p>10.1.3. Policy and Procedure for Re-Appointment of Trustees and Local Governors (new)</p> <p>10.1.4. Data Retention Policy (new)</p> <p>10.1.5. Relationships and Sex Education Policy</p> <p>10.1.6. E-Safety and ICT Acceptable Use Policy plus Governors to sign E-Safety & ICT Acceptable Use Agreements</p> <p>10.1.7. Safeguarding Policy (revised)</p> <p>10.2 Agree and approve the following Academy Policies:</p> <p>10.2.1 NVF Behaviour Policy</p> <p>10.2.2 NVF Attendance Policy</p>		<p>Core Trust Policies are on DNEAT website</p>
<p>11. Any Other Business</p> <p>Of sufficient urgent and important to be discussed and to be agreed with the Chair prior to the meeting</p>		
<p>12. Closing Formalities</p> <p>12.1 Date, time, venue of next meeting</p> <p>12.2 Closing prayer/reflection</p>		

Note:

Governors may wish to bear in mind the following questions and ensure that these are addressed during discussion with the senior leadership team at the meeting:

- Have you taken account of the key lines of enquiry in your Inspection Dashboard Summary Report (IDSR)?
- Have you identified all of the key weaknesses in your self-evaluation and not overstated your strengths?
- Does your SCP address the key areas?
- Can you evidence leadership capacity by demonstrating that the actions you have taken/are taking are having a marked impact on provision and outcomes for pupils currently in the school?
- Are you well prepared to speak to the Lead Inspector and provide a full set of up-to-date information at that point?
- Can other leaders speak with the same authority, drawing upon a strong evidence base?
- Does your website represent your school as it is now and are key documents up-to-date?