**EASTLEA PRIMARY SCHOOL**

**AGENDA – Spring Term 2019**

**MEETING: WEDNESDAY 6TH FEBRUARY 2019 at 4PM**

**PART 1 (Classified non-confidential)**

**Items discussed under Part 1 of this agenda will not be classified as confidential: consequently the minutes and supporting documents should be made available to any person wishing to inspect them.**

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| **REGULAR ITEMS** |  |
| 1. Apologies for Absence and their acceptance or otherwise. |  |
| 1. Membership Update – appointments/resignations/vacancies. | DISCUSS |
| 1. Declaration of personal or pecuniary interest in any agenda item. | DISCUSS  (STATUTORY) |
| 1. Consider Minutes held on 10 October 2018 (attached). | ACTION  (STATUTORY) |
| 1. Action Grid | DISCUSS |
| 1. Other Matters Arising. | DISCUSS |
| 1. Receive Minutes of Committee meetings held on:  * Resources Committee dated 10December 2018 (attached) * Ofsted Steering Group dated 29 January 2019 (to be tabled) | RECEIVE  (STATUTORY) |
| 1. Annual review of committee membership, delegation to Head Teacher and terms of reference for committees (if appropriate). | ACTION |
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| **SCHOOL ACCOUNTABILITY ITEMS** |  |
|  |  |
| 9. Headteacher’s Report (attached), including:   * Data update (to be tabled) * Ofsted action plan update (attached) * Spring term 2019 monitoring timetable (attached) * Autumn term attendance analysis (attached) | DISCUSS |
| 10. Budget Update. | DISCUSS  (STATUTORY) |
| 11. Governors’ Reports including:   * SEND monitoring visit, dated 5 November 2018 (attached) * Wider curriculum/STEAM monitoring visit, dated 21 November 2018 (attached) | DISCUSS |
| 11. School update | DISCUSS |
| **LOCAL AUTHORITY REPORTS –**  **Copies of all HR documents available on** [**http://ncc.learningpool.com/mod/glossary/view.php?id=17580**](http://ncc.learningpool.com/mod/glossary/view.php?id=17580) |  |
| 12. Complaints Procedure - revised procedure for adoption | NOTE/  ACTION |
| 13. General Data Protection Regulations   * Retention Schedule - available electronically * Flow Charts - Subject Access & Data Breach * Spring Term Website Check | NOTE/  ACTION |
| **CONCLUDING ITEMS** |  |
|  |  |
| 14. Urgent Business – with the approval of the Chair. | DISCUSS |
| 15. Dates of Future meetings  Suggested dates:   * Summer Term 2019 –Wednesday 12 June 2019 4pm | NOTE / ACTION |

**FOR INFORMATION – Items discussed at Chairs’ Briefings**

* **SEND Inspection Update**
* **New Ofsted Framework**
* **Governors and Equalities**
* **Dealing with Governor Issues**
* **Nolan Principles**

**Presentations and supporting information shared with Chairs/Vice Chairs at the termly briefing sessions are available via your school support adviser**

**PART 2 (Classified confidential)**

Matters discussed in this part of the agenda will be classified as confidential and minuted as such. Any reports circulated with the agenda papers are enclosed for governors only, coloured pink and marked ‘Not for Publication’