

# EASTLEA PRIMARY SCHOOL

## AGENDA – Autumn Term 2015

**MEETING: 4.00pm Wednesday 4<sup>th</sup> November 2015**

### **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.**

**A pre-briefing facilitated by the chair/clerk will form the first part of the meeting at 4pm to explore the opportunities on the Governors E-Learning website (GeL).**

### **REGULAR ITEMS**

- |    |   |                        |
|----|---|------------------------|
| 1. | Election of Vice-Chair  |                        |
| 2. | Apologies for Absence and their acceptance or otherwise.  | ACTION<br>(STATUTORY)  |
| 3. | Membership Update –<br>appointments/resignations/vacancies.   | DISCUSS                |
| 4. | Declaration of personal or pecuniary interest in any agenda item.   | DISCUSS<br>(STATUTORY) |
| 5. | Consider Minutes held on 17 June 2015 (attached).   | ACTION<br>(STATUTORY)  |
| 6. | Action Grid   | DISCUSS                |
| 7. | Other Matters Arising.  | DISCUSS                |
| 8. | Receive Minutes of Committee meetings held on: <ul style="list-style-type: none"><li>• 13 July 2015 (attached).</li></ul> | RECEIVE<br>(STATUTORY) |
| 9. | Annual review of committee membership, delegation to Head Teacher and terms of reference for committees (if appropriate). | ACTION                 |

## SCHOOL ACCOUNTABILITY ITEMS

- |   |                        |
|---|------------------------|
| 10. Headteacher's Report (attached).                        | DISCUSS                |
| 11. Budget Update and SFVS                                  | DISCUSS<br>(STATUTORY) |
| 12. Governors' Report (attached).                           | DISCUSS                |
| 13. School Voluntary Accounts (to be tabled at the meeting) | RECEIVE                |
| 14. Looked After Children – annual report (attached)        |                        |
| 15. Other school business.                                  |                        |

## LOCAL AUTHORITY REPORTS –

Copies of documents available on [www.northumberlandlea.net](http://www.northumberlandlea.net)

- |   |                 |
|---|-----------------|
| 16. Update of HR Policies and Procedures: <ul style="list-style-type: none"><li>• Introduction of the Living Wage</li><li>• Revised Pay Policy 2015-16</li><li>• Pay Protection and Salary Safeguarding Scheme</li><li>• Appraisal Policy</li></ul> | NOTE/<br>ACTION |
|---|-----------------|

## CONCLUDING ITEMS

- |   |                  |
|---|------------------|
| 17. Racist Incidents – To remind Governors that Form 2 (relating to academic year 2014/2015) should be returned to the Local Authority Community Cohesion Team by 31 December 2015. | ACTION           |
| 18. Urgent Business – with the approval of the Chair.   | DISCUSS          |
| 19. Dates of Future meetings  |                  |
| Suggested dates: <ul style="list-style-type: none"><li>• Spring Term 2016 - Wednesday 24 February 2016</li><li>• Summer Term 2016 – Wednesday 18 May 2016</li></ul>                 | NOTE /<br>ACTION |

## FOR INFORMATION – Items discussed at Chairs' Briefings

- SEND Update
- Policy Review Briefing Note
- Safeguarding Children & Young People

Copies available on the governor page at: [www.northumberlandlea.net](http://www.northumberlandlea.net)

**Presentations and supporting information shared with Chairs/Vice Chairs at the termly briefing sessions are available in the governance pages at:**

**[www.northumberlandlea.net](http://www.northumberlandlea.net)**

## **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'