**Eastlea PRIMARY SCHOOL**

**AGENDA – Autumn Term 2014**

**MEETING: 4.00 pm Wednesday 22 OCTOBER 2014**

**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 clerk will form the first part of the meeting at 4pm to consider a review of governors training and development.**

|  |  |
| --- | --- |
|  |  |
| **REGULAR ITEMS** |  |
|  |  |
| 1. Apologies for Absence and their acceptance or otherwise. | ACTION  (STATUTORY) |
| 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 25 June 2014 (attached). | ACTION  (STATUTORY) |
| 1. Review Action Grid – delegated tasks. | DISCUSS |
| 1. Other Matters Arising. | DISCUSS |
| 1. Receive Minutes of Committee meetings held during the term (attached) | RECEIVE  (STATUTORY) |
|  |  |
| **SCHOOL ACCOUNTABILITY ITEMS** |  |
|  |  |
| 1. Headteacher’s Report (attached). | DISCUSS |
| 1. Budget Update. | DISCUSS  (STATUTORY) |
| 1. Governors’ Report (if appropriate). | DISCUSS |
| 1. School Voluntary Accounts (to be tabled at the meeting) 2. Looked After Children – annual report (attached). | RECEIVE |
|  |  |
| **LOCAL AUTHORITY REPORTS –**  **Copies of documents available on** [**www.northumberlandlea.net**](http://www.northumberlandlea.net) |  |
| 1. Update of HR Policies and Procedures:  * Review of Redundancy / Early Retirement Scheme and Pay Protection / Salary Safeguarding Scheme * 2014 / 15 Pay Policy * Appraisal Policy * Recruitment and Selection Code of Practice; Criminal Records Code of Practice and Procedure for Dealing with Allegations of Abuse * Guidance on Contracts of Employment | NOTE/  ACTION |
| 1. Reconstitution of Governing Bodies | NOTE/  ACTION |
| 1. Supporting Pupils with Medical Conditions | NOTE/  ACTION |
| **CONCLUDING ITEMS** |  |
|  |  |
| 1. Racist Incidents – To remind Governors that Form 2 (relating to academic year 2013/2014) should be returned to the Local Authority Community Cohesion Team by 31 December 2014. | ACTION |
| 1. Urgent Business – with the approval of the Chair. | DISCUSS |
| 1. Dates of Future meetings   Suggested dates:   * Spring Term 2015 - 25 February 2015 * Summer Term 2015 – 17 June 2015 | NOTE / ACTION |

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

**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’