



WEST SUSSEX COUNTY COUNCIL

IMBERHORNE SCHOOL

Headteacher: Mr Martin Brown

Compassion

Achievement

Respect

Endeavour

*The cornerstones of our
learning community*

Thursday 21st October 2021 at 5.30pm, Di Gasson Studio

Agenda

1. Welcome

- Introduction of recently elected Parent Governor and guests

2. Apologies

3. Declarations of Interest

- Register of Business Interest Forms
- To note any interest in any Item on this Agenda

4. Urgent Matters

5. To approve minutes of the Virtual Full Governing Body Meeting held 23.09.2021

6. School Improvement Plan

- Literacy – Emma Best/Hannah Jackson and Hannah Bellasis

7. School Update

- Verbal update on current situation in school
 - Wellbeing and welfare
 - Attendance/Participation



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8. Environmental Impact

- Should the school have a strategic approach to this global issue?

9. Finance Committee

- Draft Minutes of the Finance Committee meeting held on Monday 4th October 2021
- To formally agree the following Finance Committee Policies: Delegation of Financial Powers Standing Order and Procurement and Best Value Statement

10. Premises

- H&S Concerns

11. Safeguarding

- Report of any significant concerns
- All Governors to have confirmed by email to the Clerk that they have read the KCSiE Part 1 and 2 previously circulated

12. Policies

- Exclusion Policy - see attached
- Policies List to be reviewed 2021.22 – MBO to share
- Process for reviewing Policies

13. Governors

- Clerk recruitment
- TRIAD meetings
- Stakeholder group
- Data Protection Governor
- Link Governor and training feedback - Governors are reminded to complete a training review report when attending any Governor Training which is to be forwarded to the Clerk for distribution and recording purposes (proforma can be obtained via the Clerk)
- Governor Code of Conduct – to approve for 21.22
- Terms of office due to end in the next 6 months

14. Matters Arising

- **MBO and the Stakeholder Group to work together to agree appropriate feedback.**
- **MBO to report Stakeholder Group Survey findings back to Parents and Students.**
- **MBO to consult with Soft Federation group about their own COVID update plans and compare.**
- **AY will summarise monitoring arrangements and links with Governors after the meeting via email.**



- **Governors to read KCSiE part 1 and 2 and advise the clerk via email they have done so for recording purposes.**
- **AY will circulate a supporting guide document for Governors to assist on what is expected when reviewing school policies.**
- **AY plus 2 Governors to undertake the recruitment of a new Clerk.**
- **Parent Governor recruitment process to be undertaken SC/MBO.**
- **AY to continue to try to find a governor to address Data Protection.**
- **Feedback to AY re Governor induction process – all Governors**
- **SC will ensure the Environmental Impact topic will be on the next Agenda.**

15. Summary of Actions Agreed

16. Next Meeting: 25th November 2021

Papers for the meeting:

- Minutes of the meeting held on 23.09.21
- Draft Finance Minutes of the meeting held on 4.10.21
- Finance Policies for formal approval
- Reviewed Exclusion Policy
- Policy Review Process document
- NGA Governor Code of Conduct

Governors Priorities 2021.22

In order of precedence, our priorities are to ensure that:

- 1. Statutory** requirements are met
- 2.** DfE, WSCC (and similar) **guidelines** are followed, unless there's compelling reason not to.
- 3.** The **well-being** and **welfare** of pupils and staff is supported strongly
- 4.** Physical **attendance** in school is as high as possible, ensuring that students maximise their time in lessons. Where pupils can't attend, participation in remote learning is as high as possible
- 5.** Students **learn effectively**, so that academic progress from Sept 2020 is as high as possible for all students
- 6.** The activities that were interrupted in last year's **School Improvement Plan** are evaluated and continue where appropriate
- 7. Governance** improves, specifically "governors hold school leaders to account more effectively" (Ofsted)
- 8.** All reasonable measures are taken to **avoid a financial deficit** (specifically, this and next financial year)