

**Meeting of the Governing Body of Brent Knoll School  
held at the School on  
Wednesday 21 June 2023 at 6:00 pm**

<b>Membership (Instrument 2.3.15) PG x 3, LA x1, Staff x1, Head x 1, Foundation x 3, Co-option x 3. Total 12</b>	<b>Initials</b>	<b>Designation</b>	<b>Term of Office End date</b>	<b>Attendance</b>
Mr. Andy Taylor	AT	Headteacher	Ex-Officio	Present
Ms. Lucy Govan	LG	Co-opted Governor	10/11/2023.	Apologies
Mr Gregory Marsden	GM	Staff Governor	13/07/2026	Present
Mr. Simon Whitlock	SW	Co-opted (Vice Chair)	22/05/2025	Apologies
Ms Catherine van Rooyen	CVR	Parent Governor	31 /10/2026	Present
Ms Cheryl Cowie	CC	Parent Governor	16/11/2025	Present ( R)
Ms Laura Deitz	LD	Parent Governor (Chair)	02/07/2023	Present
Mr Rohan Grove	RG	Local Authority	29/11/2024	Apologies
Mr James Bamford	JB	Foundation Governor	01/12/2024	Apologies
Mr James Cherry	JC	Foundation Governor	01/12/2024	Present
Ms Irene Ferrero Anthony	IFA	Foundation Governor	28.03.2027	Present
Ms Cara Murphy	CM	Co-option Governor	21.03.2027	Apologies
<b>Also</b>				
Ms Kristina Leonnet	KL	Associate Member	21.03.2027	Present ( R)
Ms Denise Brereton	DB	Teacher – Staf Member	N/A	Present ( R)
Mr. John Norris	JN	Bursar	N/A	Present
Mr. Mike Garrick	MG	Clerk	N/A	Present

<b>1.0</b>	<p><b><u>WELCOME &amp; APOLOGIES FOR ABSENCE</u></b></p> <p>The Chair opened the meeting by welcoming everyone, apologies for absence were received and accepted from Lucy Govan, Simon Whitlock , Rohan Grove, Cara Murphy, and James Bamford.</p>
<b>2.0</b>	<p><b><u>DECLARATIONS OF INTEREST &amp; BUSINESS FOR THE MEETING</u></b></p>
2.1	No declaration of interest was received in any item appearing on the agenda of this meeting.
2.2	Denise Brereton and Gregory Marden were invited to the meeting to give a presentation on the School's Reading Policy.
<b>3.0</b>	<p><b><u>Reading Policy Presentation</u></b></p>
3.1	A copy of the Brent Knoll Reading Policy was circulated to the governing body. Denise Brereton (DB ) and Gregory Marden (GM) provided a slide presentation on the Policy covering the aims and intentions, rationale , contents , what it means in practice and next steps. DB and GM advised that the new policy had been implemented over the last two terms. She advised that the policy takes account of the other changes taking place in the curriculum and focuses on ensuring that there is consistency in the approach taken across the school.
3.2	The aim was to provide all pupils and students with functional reading ability; to develop fluency, understanding and enjoy reading. Information was provided about the ways in which this was to be achieved, this included providing a wide range of opportunities to read and the resources and tools to progress word reading and comprehension. Also supporting staff with training, building their confidence to teach reading and provide a framework of support, advice, and guidance. The governors were taken through the various areas of action in the policy - Reading for pleasure , Diversity, Word Reading and Phonics , Reading Comprehension , Reading in Class, and Home Reading.
3.3	Particular attention was drawn to the time set aside each morning for Everyone Reading in Class (ERIC) time. The governors were advised that there had been a lot of investment in new

	books the emphasis was on books that are engaging, exciting, reflect diversity and appropriate to the needs of pupils and students. Particular reference was made to the work to engage with families to help them support their child with reading outside school. Primary pupils were provided with a home reading book, secondary students were provided with access to 'Reading Eggs' - online texts and activities.
3.4	A lot of work had been done on Diversity so that pupils and students can see their own community reflected in their reading . New books had been purchased for Key Stage (KS) 1 , 2 and 3 and books for KS4 were currently on order.
3.5	Information was provided about the approach to word reading and phonics. Baseline assessments were undertaken for new pupils and students using the Sounds Write/Phonic Reader books scheme. Alternative approaches to phonics were being taken for those pupils and students who do not respond to, or learn phonically, such as those with speech and language difficulties. DB and GM spoke about the flexibility to adjust to individual needs.
3.6	There was a question ( <b>Q</b> ) Would it not indicate in the child's EHC Plan whether they are able to learn phonically ? It was stated that the EHCP may not give an indication. However, every child was baseline assessed on arrival so that progress can be monitored and assessed.
3.7	Reading comprehension : The aim was to provide a range of opportunities for pupils /students throughout the school day to develop their reading comprehension skills. Teachers were encouraged to ask questions during ERIC time and during one-to-one reading sessions . Also, through the English curriculum by focusing in depth on a small number of texts and providing pupils/students with a range of multi-sensory comprehension opportunities. Governors were advised that consideration was being given to introducing a bank of resources for topic-based lessons.
3.8	Reading in Class: Information was provided about the ( ERIC) time reading in class. Reference was made to its value in terms of encouraging reading for pleasure; also, to the support provided by a specialist teacher and secondary students supporting primary pupils with their reading.
3.9	Home reading : Reference was made to the guidelines for teachers on how to encourage families to engage and support their child's reading.
3.10	<b>Q</b> What is the Reading Egg ? Governors were advised that it was a digital interactive reading tool that provides access to 1000s of online books, games, and other activities - the school had purchased subscriptions. Reference was made to a recent staff meeting which included one of the activities – there was good feedback from the staff. It was noted that the company offers training for staff on use of the tools and activities.
3.11	The post 16 students had joined the local library and requested access to comics – this was being considered and if agreed could be purchased from the class budget. The school were looking for a local writer for World Book Day, there was a particular emphasis on diversity. GM spoke about staff working collaboratively to ensure that there was a balance of fiction and non-fiction . Governors were informed about the provision for non-verbal pupils/students ' an image is a text' and work on monitoring to ensure that there was continued development.
3.12	Comment was made , that there was a need for families to get more information about libraries and access to Reading materials during the school holidays.
3.13	GM spoke about the next steps which included auditing reading around the school; the outcome would be reported back to the governing body and working with the SLT to establish a monitoring plan . These actions would be taken forward at the start of next term.
3.14	GM and DB were thanked for their work. Governors asked that a copy of the presentation slides be put in the governor's area on the website.

	<b>Action (A)</b>	<b>Who</b>	<b>When</b>
	<b>A 1</b> New Reading Policy Presentation – copy of slides to be put in the governors’ area of the school website.	GM	ASAP
<b>4.0</b>	<b><u>GOVERNING BODY MEMBERSHIP</u></b>		
4.1	<b>Appointments:</b> Governors noted that Irene Ferrero Anthony had been appointed to the governing body as a Foundation Governor by the Brent Knoll and Watergate Trust for a 4-year term of office ending 28 March 2027.		
4.2	<b>Term of Office end dates before the Autumn term 2023 :</b> It was reported that the term of office of Laura Deitz , as a Parent Governor, ends on 2 July 2023. It was noted that this does not prohibit her standing again for re-election. The Head advised that notice of the forthcoming vacancy had been sent to parents with a deadline for candidates to notify of their interest before the end of term.		
4.3	<b>Vacancies:</b> There were no current vacancies on the governing body.  <b>DBS Checks:</b> Governors were reminded that all governors are legally required to complete a DBS check. New governors needed to make arrangements with the school (within 21 days of their appointment) to start the application process for a DBS to be done. Serving governors were required to ensure that their DBS check was renewed every 3 years. There were no DBS checks outstanding but noted that a renewal for LG would be required early in the Autumn term 2023.		
<b>5.0</b>	<b><u>MINUTES OF THE LAST MEETING &amp; MATTERS ARISING</u></b>		
5.1	<b>Minutes:</b> The Minutes of the meeting held on 22 March 2023 had been circulated with the agenda papers . After consideration, the Minutes were AGREED as a true record subject to the amendment of section 8.1 ( final sentence) delete ‘ Several ‘ and replace with ‘All’ ; to read ‘All governors attended Safeguarding training ...’ . The Minutes were approved for signature by the Chair.		
5.2	<b>Matters Arising :</b> There were no matters arising that were not included elsewhere on the agenda.		
<b>6.0</b>	<b><u>FINANCIAL MANAGEMENT</u></b>		
6.1	<b>2022/23 Budget Outturn :</b> The Bursar, John Norris (JN) joined the meeting at 6:20 pm. He took the governing body through the 2022/23 budget outturn. The school had remained on target in terms of spending during the year. He reminded of the governors’ plan to use some of its surplus to support infrastructure improvements and curriculum development . The outturn for the year was a surplus of £1,281,696. JN spoke of the school having to absorb additional costs for staffing arising from the national increase in staff pay without any additional funding from the Government.		
6.2	<b>2023/24 Budget and 3 Year Plan:</b> A copy of the budget for 2023/24- and 3-year plan had been circulated. The Head and JN advised that it had been difficult to plan because of the unknowns arising from the projected rise in staff pay, and inflationary costs without clarity on whether any extra money would be allocated to schools by the Government. Over the 3 years the school would continue with the additional planned expenditure, this would reduce the surplus so that by Year 3, assuming that no extra funds were provided, the surplus would be reduced to approximately £15k.		
6.2.1	The governors noted that the Pay and Resources Committee had discussed the position and it was highlighted that the planning assumptions underpinning the budget were cautious and prudent in that no increases in income were included, also that there are areas in which		

	adjustments and reductions can be made. JN stated that by Year 2 , the position would be clearer, and revisions made as necessary.
6.2.2	<b>Q</b> What percentages are the on-costs? JN stated that it was approximately 35% for teachers and 30% for support staff.
6.2.3	<b>Q</b> When will the school find out if there will be an increase in funding? The Head stated that he had no information on this currently but was aware of proposals to make changes to the banding arrangements.
6.2.4	<b>Q</b> What rates of increase for staff pay had been built into the budget? It was stated that this was 5% in Y1 and Y2 and 3% in Y3 .
6.2.5	<b>Q</b> The budget allocation for learning resources (Not ICT ) had reduced in 2023/24 compared to 2022/23 – why was this ? JN and the Head explained that there had been a lot of planned one off -spends, for example on new equipment and learning resources this year but this did not need to be repeated in Y2 and Y3.
6.2.6	The governors were advised that the Pay and Resources committee considered and recommended the 2022/23 outturn, 2023/24 Budget and 3-year Plan. After consideration, the governing body AGREED, the 2022/23 outturn and approved the School Budget for the 2023/24 and 3 -Year Plan for submission to the LA.
6.2.7	JN was thanked for his attendance , he left the meeting at 6:30 pm
<b>7.0</b>	<b><u>HEAD TEACHER'S REPORT</u></b>
7.1	The Head's Report had been circulated to governors prior to the meeting. The Report included information on industrial action, updating of the Home school agreement , curriculum developments ; Brent Knoll and Watergate Cooperative Trust , the Post 16 provision , OFSTED preparedness , Peer Review and School Improvement ; Impact of additional grants /funding on identified pupils ( Pupil Premium and Primary PE Grant ) ; Progress update on Tackling Race Inequality in Education ; Safeguarding – Mental Health and Wellbeing , Creating the right environment for learning , Quality of Education, Attendance ; Staff development , Leadership and Management and School Meals.
7.2	The Head highlighted that there were two further strike days , 5 and 7 July, which had recently been announced by the National Education Union (NEU). He commended the cooperation and helpful communication from the Union that allowed the school to undertake advance planning. Governors were informed that the Home School agreement ( which was no longer a statutory requirement ) had been reviewed and updated. The amended agreement would be rolled out to families going forward.
7.3	Also highlighted was the progress made on curriculum development, the work on monitoring and quality assurance and the plans for staff training in 2023/24 . Reference was made to the work in Key Stages 3 and 4 and Post 16. Also , on developing the Brent Knoll Way which included collaboration with Watergate. The Head spoke of staff training on safe physical handling and the feedback from the staff to the Studio 3 training which was having a positive impact.
7.4	Governors were advised of the current position concerning the Brent Knoll and Watergate Cooperative Trust . This included the collaboration between the schools on training, the regular visits by pupils from Watergate to the Makaton Choir and progress of the Biskitz Charity branding. Lack of transport continued to be a big issue for families in terms of being able to access holiday provision. The Head advised that there may be sufficient funding held by the Trust for a holiday club in the Summer, but this was yet to be determined. Recruiting experienced staff was a problem but there was a suggestion from the Trust Forum that parent volunteers and or external staff, be used to augment experienced staff from the schools.

	Governors were advised of the intention of the Trust, going forward, to focus on School Improvement and for the Biskitz Charity to fundraise and focus on delivery of the broader, non-educational, objectives.
7.5	Information was provided about the training on Attention Autism , places were provided for staff at Watergate ; the opportunity for ‘ Midas’ mini-bus training from a member of staff at Watergate who was a qualified trainer. The Head advised that a teacher training apprenticeship was being undertaken by a Learning Support member of staff at Watergate. He stated that consideration was being given to using the model at Brent Knoll.
7.6	Information was provided about the post 16 provision activities in the Community, a recent visit to China Town ; the School Journey to Maccaroni Woods for Y11 and Y12 and also, the transition day for new families – the Assistant Heads were thanked for the work that they had done to facilitate this.
7.7	<b>Q</b> Swimming: Is there a standard approach to swimming lessons ? It was reported that the school had the opportunity to undertake swimming in a block session . However, it had not been possible to pursue this because of the long-term absence of the PE Co-ordinator . Information was provided that there was a Pool at Athelney Primary School and that it had now been re-opened. The suggestion was made that the school look into whether arrangements could be made for pupils and students from Brent Knoll to use this Pool.
7.8	<b>Q</b> What about the pool at the Bridge Leisure Centre? It was stated that the Centre had closed.
7.9	Governors were advised that the post16 pilot pproject was successful, all but one student (who was being held back for a further year) had obtained places at FE colleges to start in the Autumn 2023. The Head reported that students on the pilot project provided a presentation about their course at a cross Borough event - the London Innovation and Improvement Alliance. Positive feedback was received from participants about the innovative nature of the provision. The LA had now agreed to extend the pilot for another year and the school was now trying to identify a new site in the local community.
7.10	<b>Q</b> When will the pilot become permanent ? The Head stated that the pilot could continue for a maximum of 3years , he was confident that at the end of the period that the provision would be made permanent. It was possible that it may be done with a partner such as Lewisham College. <b>The governing body AGREED that the Chair would write to Jo Wylie to thank her in recognition of her contribution in setting up and operating of the provision.</b>
7.11	Ofsted Preparedness: Governors were reminded of the training session provided by the School Improvement Consultant and alerted to the link, included on the Heads Report, to the key points and prompts. It was noted that this would be supported by the Headline outcome data that will be provided in the Autumn term . The Head reported that a training session had also been provided for the SLT on the Ofsted ‘deep dive’ process for focusing on specific areas of the curriculum.
7.12	The governors were asked to send a profile ( model provided) for inclusion on the website by the end of term.
7.13	Tackling Race Equality in Education, CM , RG would be meeting with the Head to discuss the strategy and progression on this area.
7.14	The Head advised that the SESS ( a provisional version) would be completed before the end of term ; the school continued to be a part of Challenge Partners, work with other Special School Heads in the LA and across South London was ongoing and planning was taking place for work with the Cooperative Schools Network.
7.15	CVN reported on her meeting with Paul Shaw about the use and impact of the Pupil Premium (PP) funding. Discussion took place about the data; monitoring and improvement of provision

	was now being done twice per year to be more responsive in terms of the effective use of the PP funding.												
7.16	Safeguarding : The Head reminded of the review undertaken by the LA in March 2023 a link to the action plan resulting from the review was provided for governors. The Head took the governors through the comparative ( termly ) data, he highlighted the increase in the number of MASH referrals ; there was one Child Looked After – the progress of the student was in line with his/her peers.												
7.17	Mental Health and Wellbeing: CC reported that RG undertook a link visit in the previous week. A written report of the visit had been provided ; CC highlighted the main points covered in the visit which included information that the mental health survey had been completed but awaited analysis of the responses. Governors were reminded of the importance of link and other visits in providing first-hand experience of what was happening in the school. Also, in helping to build relationships with the staff and the school community.												
7.18	The Head reported that there were 2 incidents recorded as being racist in the Summer term . He explained that it involved a young child repeating language heard elsewhere and intended to shock to get a reaction.												
7.19	<b>Q</b> When the incident was dealt with was their engagement with the family ? The Head advised that it was not an issue with the family – but related to the pupil accessing inappropriate content online.												
7.20	<b>Q</b> The children who heard the comments have they been spoken to ? The Head advised that they had , he commented that the class teacher was very skilled and took a whole class approach to addressing the matter.												
7.21	Attendance : The Attendance information provided in the Report was highlighted, the format had been revised as per the request at the last meeting. The Head cautioned that the percentages shown (particularly relating to persistent absences) were based on a small number of pupils/students												
7.22	<b>Q</b> Is there any data of the Attendance rates ( at similar schools ) across Greater London ? <b>The Head stated that he would look into this for future Reports.</b>												
7.23	<b>Q</b> Does the school track illness ? It was explained that the school tracks authorized and unauthorized absences. The Pastoral Manager and Designated Safeguarding Lead track and support the families where there is a concern about potential and actual persistent absence .												
7.24	CVN noted that the PP pupils/students had higher rates of persistent absence compared to their peers. She undertook to raise this at her next PP link visit and to look into whether there were any underlying issues with a view to identifying whether there were any additional ways in which some of the PP funding can be used to reduce the rate.												
7.25	The Head reported that the numeracy coordinator was leaving the school and reminded that a new Catering provider was in place.												
7.26	The Head was thanked for his Report.												
	<table border="1"> <thead> <tr> <th></th> <th>Action</th> <th>Who</th> <th>When</th> </tr> </thead> <tbody> <tr> <td><b>A 2</b></td> <td>Governor to provide a profile for inclusion on the school website by the end of term.</td> <td>All Govs</td> <td>By end of Summer term</td> </tr> <tr> <td><b>A 3</b></td> <td>Chair to write to Jo Wylie to thank her for her contribution in setting up and operating of the Post 16 provision.</td> <td>Chair</td> <td>ASAP</td> </tr> </tbody> </table>		Action	Who	When	<b>A 2</b>	Governor to provide a profile for inclusion on the school website by the end of term.	All Govs	By end of Summer term	<b>A 3</b>	Chair to write to Jo Wylie to thank her for her contribution in setting up and operating of the Post 16 provision.	Chair	ASAP
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<b>8.0</b>	<b><u>COMMITTEE REPORTS</u></b>												

8.1	<p><b>Pay &amp; Resources Committee:</b> It was noted that the committee met on 13 June 2023 and considered the Budget outturn for 2022/23 and Budget proposals for 2023/24 and 3-year plan . now agreed by the full governing body. The committee at the meeting on 13 June also received , reports on the Premises , Health and Safety and Staffing matters. After consideration , the governing body noted the report and endorsed the decisions and actions taken by the committee.</p>
8.2	<p><b>Children, Families and Community Committee :</b> GM provided a report back from the meeting held on 6 June 2023 . The committee were provided with an update on the SIP progress ; Attendance ; home school links and engagement , mental health, and wellbeing – the survey had been completed but not yet compiled ; the developments on the Brent Knoll Way; the views of the pupils and students in the Pupil Forum , a number of proposals from the fFrum were being acted upon. Information was provided about the safeguarding and contextual safeguarding action plan. Also, the work of the DSL and training and behaviour approach that had led to a reduction in the number of physical interventions. A new Catering service started at the beginning of the Summer term . The new providers were commended for the menu and pupils/students were enjoying the food. The Committee were also updated on the progress of the Looked After Child and advised of the staff training on Autism scheduled to take place on 7 July; two governors CC and RG expressed their intention to attend. The governing body noted the report and endorsed the decisions and actions taken by the committee.</p>
8.3	<p><b>Teaching and Learning Committee :</b>It was reported that the committee met on 16 May 2023 , the matters discussed were, in summary , reported on as part of the Head's Report. The committee received updates on school development , the curriculum and achievement , the quality of teaching most was good or outstanding. The governing body endorsed the decisions and actions taken by the committee.</p>
9.0	<p><b><u>CHAIRS ACTION</u></b></p> <p>No Chairs Action had taken place since the last meeting of the full governing body. The Chair advised that she continued to visit the school regularly and also meet with the Head. The areas discussed included staffing changes, the handling of complaints and the longer-term plans for the SLT.</p>
10.0	<p><b><u>INFORMATION TO BE PUBLISHED ON THE SCHOOL WEBSITE</u></b></p> <p>The governing body were asked to consider the arrangements for checking / overseeing that the information published on the school website meets legal requirements. It was noted that with effect from 17 April 2023, this included collecting and publishing governing board diversity data. A link to the DFE guidance on what schools must publish was provided. It was noted that LG was currently the link governor for the website and had met with the relevant staff member at the school.</p>
11.0	<p><b><u>PUPIL PREMIUM &amp; PE AND SPORTS PREMIUM</u></b></p> <p><b>Pupil Premium and PE &amp; Sports Grant:</b> It was noted that a report had been included as part of the Headteachers Report considered earlier in the meeting. The PP strategy review and plan for the forthcoming year . The Primary PE grant had been published and the review of the spending would be published on the school website by the deadline of 31 July 2023.</p>
12.0	<p><b><u>OFSTED</u></b></p> <p>Details of the preparation for OFSTED made by the governors were included as part of the Headteachers Report earlier in the meeting.</p>
13.0	<p><b><u>SAFEGUARDING &amp; HEALTH AND SAFETY</u></b></p>

13.1	<b>Safeguarding Report:</b> A report on Safeguarding that included - termly data on the number of My Concern referrals , Children in Need Plans, Child Protection, Children looked After, and Special Guardianship Cases had been included in the Head's Report .			
13.2	<b>Keeping Children Safe in Education 2022 (KCSiE ):</b> It was noted that all governors had attended level 1 safeguarding training and provided confirmation that they had read and understand their responsibilities under the KCSiE 2022 guidance. Updated guidance was expected to be issued for 2023 , governors were asked to read the update when provided. Staff training would be provided on the first INSET day in the Autumn term on the update. There was discussion about providing a summary of the changes or other update for governors . The Head and CC AGREED to discuss this and provide feedback at the first meeting of the full governing body in the Autumn term.			
13.3	<b>Health and Safety report:</b> It was noted that the deadline for completion and submission of the Annual Schools Health and Safety Self-Assessment questionnaire was 07 July 2023. It was noted that the arrangements were in place for the audit to be completed by the school Health and Safety Adviser , in consultation with the Head and Premises Officer.  <i>IFA left the meeting at 7:45 pm</i>			
		<b>Action</b>	<b>Who</b>	<b>When</b>
	<b>A 4</b>	Keeping Children Safe in Education 2023 – Summary of the changes since 2022 to be provided to governors.	Head and CC	Next FGB
<b>14.0</b>	<b><u>POLICY REVIEW</u></b>  No policies were considered.			
<b>15.0</b>	<b><u>GOVERNING BODY COMMITTEES &amp; PROCEDURES FOR THE NEXT ACADEMIC YEAR</u></b>			
15.1	<b>Sub -Committee Memberships 2023/24:</b> The governing body AGREED the memberships as follows :-			
15.1.1	<b>Pay &amp; Resources Committee :</b> Headteacher, Simon Whitlock, James Bamford, Kristina Leonnet and Catherine Van Rooyen.			
15.1.2	<b>Children, Families and Community Committee :</b> Headteacher, Cheryl Cowie, Gregory Marsden, Rohan Grove, and Cara Murphy.			
15.1.3	<b>Teaching &amp; Learning Committee :</b> Headteacher , Laura Deitz , Lucy Govan, James Cherry, and Irene Ferrero - Anthony.			
15.1.4	Headteacher Performance Appraisal Committee : Laura Deitz, James Bamford , Catherine Van Rooyen. External Adviser to be appointed.			
15.1.5	<b>Ad hoc Committees ( Pupil exclusions and suspensions/Staff Discipline / Complaints /Appeals) :</b> Any 3 governors not previously involved and who have no conflict of interest.			
15.2	<b>Review of staff appraisal and performance related pay awards:</b> It was AGREED that the Headteacher's written report to governors on staff appraisal and recommendation for pay be delegated to the Pay and Resources Committee in accordance with the current terms of reference of that committee.			
15.3	<b>Review and approval of committee Terms of Reference:</b> Governors were reminded that each committee must review its terms of reference and report any changes to the governing body for approval.			
15.4	<b>Link Governor Roles 2023/24 :</b> The following link assignments were AGREED : - Safeguarding – Cheryl Cowie			



15.5	<p>Health &amp; Safety - Kristina Leonnet  Pupil Premium - Catherine Van Rooyen  Race Equality ( Strategy) - Cara Murphy  Mental Health &amp; Wellbeing – Rohan Grove  Website – Lucy Govan  Building / Premises : Vacancy</p> <p><b>Agenda plan for 2023-24:</b> It was noted that the plan for items to be covered by the committees were included in the terms of reference. The governing body AGREED to continue to add to and or adjust the standard items which are referred to the full governing body by the Local Authority each term .</p>
16.0	<p><b><u>GOVERNORS VISITS &amp; TRAINING</u></b></p> <p><b>Governors' visits to the school, meetings attended and other activities :</b> There were no additional reports. Details of the courses available via the LA had been circulated. Governors were reminded of the need to book online , a link to guidance on how to make bookings was included on the agenda paper.</p>
17.0	<p><b><u>DATES &amp; TIMES OF FUTURE MEETINGS</u></b></p> <p>17.1 The dates and times the governing body and clerked committee meetings for 2023/24 were AGREED as follows :</p> <p>17.2 <b>Full Governing Body</b> ( Meetings start at 6:00 pm )</p> <ul style="list-style-type: none"> <li>▪ Wednesday 27 September 2023</li> <li>▪ Wednesday 15 November 2023</li> <li>▪ Wednesday 27 March 2024</li> <li>▪ Wednesday 26 June 2024</li> </ul> <p>17.3 <b>Children, Families and Community</b> ( Meetings start at 6:00 pm )</p> <ul style="list-style-type: none"> <li>▪ Tuesday 10 Oct 2023 at 6:00 pm</li> <li>▪ Tuesday 20 February 24 at 6:00pm</li> <li>▪ Tuesday 7 May 2024 at 6:00 pm</li> <li>▪ Dates of the un-clerked meetings to be notified</li> </ul> <p>17.4 <b>Teaching &amp; Learning</b> ( Meeting start at 4:00 pm)</p> <ul style="list-style-type: none"> <li>▪ Tuesday 7 Nov 2023 at 4:00 pm</li> <li>▪ Tuesday 27 Feb 2024 at 4:00 pm</li> <li>▪ Tuesday 30 April 2024 at 4:00pm</li> <li>▪ Dates of the un-clerked meetings to be notified</li> </ul> <p>17.5 <b>Pay &amp; Resources</b> ( Meeting start at 5:00 pm)</p> <ul style="list-style-type: none"> <li>▪ Tuesday 17 Oct 2023 at 5:00 pm</li> <li>▪ Tuesday 5 March 2024 at 5:00 pm</li> <li>▪ Tuesday 12 June 2024 at 5:00 pm</li> <li>▪ Dates of the un-clerked meetings to be notified</li> </ul> <p>17.6 <b>Pay Committee</b> : Date to be decided.</p>
18.0	<p><b><u>SCHOOL TERMS &amp; HOLIDAY DATES 2023-24</u></b></p> <p>The dates of the terms and holidays for 2023-24 had been circulated. Governors were reminded that they do not have delegated authority to vary these dates.</p>
19.0	<p><b><u>OTHER BUSINESS</u></b></p> <p>There was no other business to consider , this part of the meeting ended at 8:10 pm. GM, left the meeting.</p>

**SIGNED :** .....**Date : 27 September 2023**