

Room 001, Waltham Forest Town Hall, Forest Road, London E17 4JF

AGENDA – SPRING TERM 2018

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 Date: 31 January 2018

Dear Governor

COPPERMILL PRIMARY SCHOOL GOVERNING BODY

Mission Statement:

We ensure that all our pupils thrive as successful learners through high quality teaching within a rich, supportive and safe learning environment.
 We provide a friendly, harmonious and happy community and set high standards of respect, behaviour and achievement.
 We enable every child to use their abilities to the full through a broad, balanced, differentiated and stimulating curriculum.

The next meeting of the Governing Board will be held on Thursday 8 February 2018 at 6.30pm at the school.

You are requested to attend this meeting.

Decisions cannot be taken unless a 50% quorum (i.e. 50% of existing membership) is present.

If you are unable to attend the meeting, please contact Governor Services on the above telephone number or email.

Yours sincerely



Nike Shogbolu
Governor Services

AGENDA

#	Agenda Item	Lead	Timing
1.	WELCOME AND APOLOGIES FOR ABSENCE	James P	1830 - 1835
1.1	Apologies for absence accepted		
1.2	Apologies for absence not accepted		
1.3	Quorum		
1.4	Notice of Any Other Business/Confidential items		
2.	DECLARATIONS OF INTEREST	James P	1830 - 1835
2.1	<u>Pecuniary Interests</u> – to confirm receipt of interests		
2.2	Governors to declare any interests they have in any of the following agenda items		

#	Agenda Item	Lead	Timing
3.	GOVERNING BODY	James P	1835 - 1840
3.1	Clerk to confirm Governing Body membership – noting current vacancies and identify members whose term of office will end before the summer term 2018		
3.2	To be noted that James Percival intends to step down as Governor on 31 March 18. James is an LA appointed governor – alternative to be sought		
3.3	To consider disqualification due to non-attendance (the governing Body may decide to allow absence for purposes of non-disqualification)		
3.4	Clerk to confirm that DBS checks have been completed by all governors and details are held on file by Governor Services		
4.	MINUTES (Enclosed)	James P	1840 - 1845
4.1	To receive the minutes of the governing board meetings held on 12 September and 23 November 2017 (To follow)		
4.2	Matters arising		
5.	GOVERNING BODY COMMITTEES	Tom W	1845 - 1850
5.1	To receive the minutes of Resources Committee held on 12 October 2017 and 18 January 2018 (To follow)		
5.2	Curriculum and Achievement held on 14 December 2017 Matters arising		
Overall / General Governance			
6.	ELECTION OF CHAIR OF GOVERNORS Current Chair to step down; election of replacement	James P	1850 - 1900
7.	HEADTEACHER'S REPORT To include update on 'soft federation' meeting held Friday 26 January	Figen B	1900 - 1920
8.	CHAIR'S ACTION The Chair to report on any action(s) taken since last meeting for governors' consideration	Figen B	1920 - 1925
9.	LINK GOVERNOR REPORTS Governors to receive a report from the Safeguarding Link Governor (standing item)	James P	1925 - 1930
10.	AUDIT OF COPPERMILL'S WEBSITE FOR STATUTORY INFORMATION & POLICIES	Ben R	1930 - 1935
GOVERNORS' TRAINING			
11.	GOVERNORS' TRAINING	Katie P	1935 - 1945
11.1	The Training Governor to analyse training needs based on the results of the governing body skills' audit (if applicable)		
11.2	Training Link Governor to report on courses attended by governors for the term		
11.3	Governors to identify any additional training requirements		
11.4	Training Governor to feedback to Governor Services		

#	Agenda Item	Lead	Timing
12.	SCHOOL ITEMS:		
12.1	SDP Spring term evaluation		
12.2	Governor Development (training)		
12.3	SEND Information report (Annual)		
12.4	Approve School Term/Holiday Dates/INSETS for 2018/2019		
ITEMS FOR ACTION			
13.	GENERAL DATA PROTECTION REGULATIONS (GDPR)	James P	1955 - 2000
13.1	<u>Appointment of Data Protection Officer (DPO)</u> Governors to consider the schools approach to the appointment of the DPO		
13.2	<u>Policies</u> Governor Services to provide templates as available		
13.3	<u>Privacy Notice</u> Governor Services to provide Privacy Notice as available		
13.4	<u>Guidance on the use of internet services</u> Governor Services to provide guidance on the use of internet services		
ITEMS FOR INFORMATION:			
14.	LEARNING PARTNERSHIP (Verbal update) Chairs are asked to provide the Governing Body with a verbal update		
15.	DATE AND AGENDA ITEMS FOR THE NEXT MEETING		
15.1	Dates of future meetings: Resources extra meeting: 8 March 2018 at 6.30pm Curriculum & Achievement Committee: 26 April 2018 at 6.30pm Resources Committee: 3 May 2018 at 6.30pm Governing Body: 10 May 2018 at 6.30pm Governors' Away Day: 9 June 2018 at 9:30am Curriculum & Achievement Committee: 28 June 2018 6.30pm Governing Body: 12 July 2018 at 6.30pm		
15.2	Agenda items		
15.3	The next Governors' Briefing will be held on Thursday, January 25, 2018 21 June 2018 at 6.30 to 8.00pm (refreshments from 6.00pm) at Waltham Forest Town Hall (Council Chambers), Forest Road E17 4JF. Governing Bodies are asked to nominate one representative per governing body		
16.	ANY OTHER BUSINESS	James P	