

MEETING OF THE FULL GOVERNING BODY

To be held remotely via Zoom at 8.00am on Thursday 15th October 2020

AGENDA

- 1. Apologies for Absence**
- 2. Declaration of Interests** – to declare any business interests or conflicts of interest additional to the Annual Register, or the receipt of gifts or hospitality
- 3. Minutes of the Meeting held on 8th July 2020** - to agree as a correct record (*attached*)
- 4. Matters Arising** - to discuss any matters arising and not covered as a separate item
- 5. Chairs' & Email Action** – to note items approved by the Chair of Governors, committee chairs or approved by whole GB by email since the last meeting (*if required*) and any other email correspondence:
 - 5.1. Chairs' Action** – actions since last meeting (*attached*)
 - 5.2. DfE & ESFA Letters** – (1) ESFA – Eileen Milner dated 16th July 2020 – letter to Accounting Officers general content, (2) ESFA – Eileen Milner dated 26th August 2020 re submission of financial statements, (*both received by email previously*)
- 6. Governing Body Matters:**
 - 6.1 GB Membership** – to review current governor membership including terms of office, vacancies & committee membership (*attached x2*)
 - 6.2 Associate Membership** – to undertake annual re-election of Mary Argent
 - 6.3 Headteacher's Performance Review** - to agree the members of the Headteacher's Performance Review Panel and Review Officer for 2020-21 and the appointment of an external advisor, if required
- 7. GB Governance Documents** - to review and re-approve (no amendments, only staff title changes):
 - 7.1** The terms of reference for the Full GB (*attached*)
 - 7.2** The terms of reference for all GB sub-committees: Management, Facilities & Finance, Staff & Student Matters, Curriculum, Staff Disciplinary, Staff Disciplinary Appeals, Staff Pay, Staff Pay Appeals, Governor Panels and Governor Panel Appeals (*attached*)
 - 7.3** GB Standing Orders - no amendments proposed (*attached*)
 - 7.4** The GB Scheme of Delegation - no amendments proposed (*attached*)
 - 7.5** Governors' Code of Conduct - no amendments proposed (*attached*)
- 8. Headteacher's Report to Governors** – to receive the Headteacher's Report to Governors (*attached*) and verbal report to include: current schooling & plans for further remote schooling if required; re-opening risk assessment; COVID Catch-up Funding and Staff & Student Wellbeing
- 9. Capital Development & Financial Update** – to receive SSEF status report and project update (*attached x2*) and verbal financial report

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10. **CCHS Financial Regulations 2020** (includes: Governors' Allowances Policy and Best Value Statement) & **Whistleblowing Policy** – to approve (*attached x2*)
11. **Audit Actions** – to approve continued use Juniper (formerly ECC) Internal Controls Evaluation (ICE) as the School's external auditor for AY 2020-21 plus its scope of work (*attached*)
12. **Admissions Policy 2022** – to receive and determine (approve) the policy (*attached*)
13. **Child Protection Policy** - to receive and approve the policy (*attached*)
14. **Risk Register** - to review Full GB section of Risk Register (*attached*)
15. **School Term Dates 2021-22** – to approve (*attached*)
16. **GB Sub-Committees** – to approve the minutes of the following sub-committee meetings and receive verbal reports from all sub-committee chairs:
 - 16.1 Management Committee – 2nd July (*attached*) & 25th September 2020 (*attached*)
 - 16.2 Facilities & Finance Committee – 7th October 2020 (*if available*)
17. **Senior Speech Day** – to discuss possible event and guest speaker
18. **School Activities - Residential Visits and One Day Overseas Trips** - to receive a verbal update on changes to previously-approved and newly proposed visits
19. **Governor Reports:**
 - 19.1 **Governors Visits** – no visits since the last meeting due to the COVID situation
 - 19.2 **Governor Training** – to receive reports on any training undertaken, and discuss any plans or opportunities for training
 - 19.3 **Safeguarding** – to receive verbal report from Safeguarding Governor
 - 19.4 **Parents' Association Matters** - to receive a verbal report on PA activities from Governing Body representative
 - 19.5 **Better Buildings Committee** – to receive verbal report from Governing Body representative
20. **Additional Information** – to receive questions on:
 - 20.1 **School Development Plan 2020-21** – First Review (*attached*)
 - 20.2 **Examination Review 2020** including Leavers' Information (*attached*)
21. **Any Other Urgent Business** (to be agreed with the Chair beforehand)
22. **Date of Next Meeting** – to note and agree the Governor Conference on Saturday 23rd January 2021 and the next Full GB meeting as 8.15am on Thursday 25th March 2021