Chelmsford County High School for Girls

Notice of a meeting of the Management Committee to be held in the Headteacher's Office & by Teams at 8.00am on Friday 29th September 2023

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 Last Meeting** - to approve the minutes of the meeting held on 24th May 2023 (*attached*)

4. **Matters Arising** – to discuss any matters arising and not covered as a separate item below

5. **Chair's Action –** to report any actions/approvals taken since the last meeting (*attached*)

6. **Terms of Reference -** to approve the Management Committee's Terms of Reference (*attached*)

7. **Financial Update** – to receive a verbal report and approve the use of Juniper Education as the School's external auditor for AY 2023-24 plus its scope of work for 2023-24 (*attached*)

8. **New Year 7 Parents' Welcome – Thursday 28th September 2023** – to receive verbal report

9. **Public Examinations Review 2023 –** to receive and discuss before receipt by the Governing Body, plus breakdowns of Summer 2023 GCSE and A level examination results (*attached x3*)

10. **Year 12 Admissions** – to receive Year 12 admissions information (*attached*)

11. **KS5 Curriculum –** to receive proposal to reform the Sixth Form curriculum offer (*attached*)

12. **Pay Policy & Staff Pay Increases –** to approve in principle the CCHS Leadership & Teachers Pay Scales for September 2023, Support Staff Pay Scales for April 2023, and approve in principle the 2023 Pay Policy (*attached x4*)

13. **Governing Body Matters:**
    13.1 - Full GB Meeting Agenda – to agree the agenda for the Full GB meeting to be held on Friday 13th October 2023 (*attached*)
    13.2 - GB and sub-committee membership – to review (*attached x2*)
    13.3 – Academy structure change & new Members – to receive update

14. **Policies** – to re-approve:
    14.1 - Five GDPR policies (Data Security Handling, Information Governance Strategy, Data Protection, Data Breach, & Biometrics) - All ECC IGS model policies. (*attached x5*)
    14.2 - Whistleblowing Policy (Juniper HR model policy) (*attached*)

15. **Risk Register** – to review Management Committee section (*attached*)

16. **Compliments & Complaints** – to receive a verbal update on correspondence received by the School since the last meeting

17. **Any Other Business**

18. **Next Meeting** - to agree as 8.00am on Friday 1st December 2023 (also includes a CCHS Cap Dev Meeting)