

MEETING OF THE FULL GOVERNING BODY

**To be held at the School in Room V22 on Friday 22nd March 2024,
commencing immediately after the Academy Trust AGM which starts at 8.00am**

AGENDA

- 1. Apologies for Absence**
- 2. Declaration of Interests** – to declare any business interests or conflicts of interest additional to the Annual Register 2023-24, or the receipt of gifts or hospitality
- 3. Minutes of the Meeting held on 13th October 2023** - 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 report items approved by the Chair of Governors, committee chairs or approved by whole GB by email (*if required*) and any other Governance email correspondence since the last meeting:
 - 5.1 - Chairs' Action** – all chairs' actions taken since last meeting (*attached*)
 - 5.2 - DfE & ESFA Letters** - to acknowledge receipt, if required (*None received since last meeting*)
 - 5.3 - School Management Accounts** - to acknowledge receipt of School Financial Management Accounts for September to November 2024 (*Not included in agenda pack, all sent previously by email*)
- 6. Academy Trust Matters:**
 - 6.1 - GB Membership** – to review current governor membership including terms of office, vacancies & committee membership (*attached x2*)
 - 6.2 - Academy Structure** – to receive verbal update on change of Academy structure
 - 6.3 - New Link Governor Roles** – to discuss
- 7. Academy Trust Governance Documents** - to re-approve post re-structure (any amendments highlighted):
 - 7.1** - The terms of reference for Academy Trust Members (*attached*)
 - 7.2** - GB Standing Orders (*attached*)
 - 7.3** - Academy Trust Scheme of Delegation (*attached*)
- 8. Headteacher's Report to Governors** – to receive the Headteacher's Report to Governors (*attached*)
- 9. Capital Development, Financial & Audit Update** – to review the 2024 DfE School Resource Management Self-Assessment Tool (*attached*), the Juniper Financial Internal Scrutiny Report on financial controls (*attached*) and receive a verbal update
- 10. School Development Plan 2023-24** – to receive School Development Plan Mid-Term Review (*attached*)
- 11. GDPR** – to receive verbal report
- 12. Risk Register** - to review and approve Full CCHS Risk Register (*attached*)

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13. **Policies** – to re-approve the CCHS Freedom of Information Publication Scheme - statutory, 4-year review (*attached*)
14. **Governor Reports:**
 - 14.1 **Governor Visits** – to receive reports of formal visits since the last meeting – ABO, FOS, SDSI, SWA (*attached x4*)
 - 14.2 **Governor Training** – to receive verbal report and discuss opportunities for training or training taken
 - 14.3 **Safeguarding** – to receive verbal report from the Safeguarding Governor
 - 14.4 **SEND** - to receive termly report from the SEND Governor (*attached*)
 - 14.5 **Parents' Association Matters** - to receive a verbal report on PA activities from the Business Manager
 - 14.6 **Building a Future for our Community Committee** – to receive verbal report from the Governing Body representative
15. **GB Sub-Committees** – to approve the minutes of the following sub-committee meetings and receive verbal reports from sub-committee chairs:
 - 15.1 Curriculum Committee – 1st November 2023 & 28th February 2024 (*attached x2*)
 - 15.2 Facilities & Finance Committee – 15th November 2023 & 7th February 2024 (*attached x2*)
 - 15.3 Staff & Student Matters Committee – 22nd November 2023 (*attached*) & 13th March 2024 (*if available*)
 - 15.4 Management Committee – 1st December 2023 & 1st March 2024 (*attached x2*)
16. **School Activities - Residential Visits and One Day Overseas Trips** - to receive a summary of previously approved and newly proposed visits (*attached*)
17. **Additional Information:**
 - 17.1 **Senior Speech Day** – Wednesday 17th April 2024 - to note event and receive event details
18. **Any Other Urgent Business** (to be agreed with the Chair beforehand)
19. **Date of Next Meeting** – to note Governor Conference on Saturday **TBC** in April/May 2024 and agree the next Full GB meeting as 8.15am on Friday 5th July 2024