



# Federation of St Mary's and St Thomas of Canterbury



FULL GOVERNING BODY AGENDA  
Monday 3<sup>rd</sup> October 2022 at 1800 hours  
At St Mary's Ryde

**If you are attending via Google Meet please ensure you are in a private & confidential space for the duration of this meeting**

Governors	Initials	Responsibility	Category	In attendance	Apologies received
Alex Pettitt	AP	Co-Chair of Governors, Chair of FGB, LAC, Safeguarding	Co-opted		
Rod Hodgson	RH	Co-Chair of Governors, Chair of F&S, Data, H&S	Local Authority		
Maggie Sanderson	MS	EHT of Federation	Headteacher		
Ross Baxter	RB	H&S, RE	Foundation		
Maureen Etheridge	ME	Data, SEND	Foundation		
Katie Giannotta	KG	Data, PP	Foundation		
Sian Hitchcock	SH		Sraff		
Fr Joe McNerney	Fr J		Foundation		
Rebecca Tucker	RT		Parent		
Juan Vicente	JV		Foundation		
<b>In attendance</b>					
Jill Wareham	JW	Clerk			
Quorum = 5 (half of total of 16 governors less 7 vacancies = 9)					

Part		Lead	Time	Appendix
1.	Opening Prayer Apologies email <a href="mailto:clerk@stmaryspri.co.uk">clerk@stmaryspri.co.uk</a> or text 07841118995	Fr J	1800	
2.	Ratification of HT Recruitment panel decision regarding Head of School for St Mary's	Clerk	1801	
3.	Election of Chair/Co-Chairs of governors	Clerk	1806	
4.	Election of Vice-Chair/s of FGB	Chair	1808	
5.	Establish order of business	Chair	1810	
6.	Declaring any pecuniary/personal interests	Chair	1811	
7.	Minutes of FGB meeting 11 <sup>th</sup> July 2022	Chair	1812	7
8.	Actions arising from minutes not on agenda	Chair	1813	8
9.	Receive St Mary's School Improvement Plan (SIP) and agree monitoring activities for the year Receive St Thomas SIP and agree monitoring activities for year	HT	1825	9 9i
10.	Discuss and agree membership of Committees, Panels and Roles & Responsibilities	Chair	1900	10

11.	Discuss and agree Terms of Reference for <ul style="list-style-type: none"> <li>• Admissions committee</li> <li>• FGB</li> <li>• Finance &amp; Staffing committee</li> <li>• GB Scheme of delegation</li> <li>• Governor's Code of Conduct</li> <li>• Headteachers Performance Management panel</li> <li>• Pay committee</li> <li>• St Mary's Preschool committee</li> <li>• Standing Orders</li> <li>• Skills audit</li> </ul>	Chair	1905	11 11i 11ii 11iii 11iv 11v 11vi 11vii 11viii 11ix
12.	Governor vacancies – 1 Parent, 1 Staff, 3 Foundation once Instrument of Government approved.	Clerk	1912	
13.	Agree and complete <a href="#">Governorhub</a> to confirm you have read Keeping Children Safe in Education part 1	Clerk	1917	13
14.	Register of Business Interests on <a href="#">Governorhub</a>	Clerk	1918	
15.	Code of Conduct to be confirmed on Governorhub.		1919	11iv
16.	Note meeting timetable for 2022-23	Clerk	1921	16
17.	Review Governor training available Agree to IoW Collaboration Agreement	Clerk	1925	17 17i
18.	Agree governors' workplan for the year	Clerk	1930	18
19.	Safeguarding	HT	1935	
20.	Catholicity/S48	HT	1940	
21.	Review and approve the following policies: <ul style="list-style-type: none"> <li>• Safeguarding and Child Protection Policy</li> <li>• Staff Capability</li> <li>• Staff Disciplinary</li> <li>• Staff Grievance</li> <li>• Staff Sickness Absence</li> <li>• Support Staff Appraisal</li> <li>• Supporting Pupils with Medical Needs including Children with Health Needs who cannot attend school</li> <li>• Teacher Appraisal</li> </ul>	AP	1945	21
22.	Summary/Impact assessment	Chair	1955	
23.	Date of next meeting 28 <sup>th</sup> November 2022	Chair		

EYFS Early Years Foundation Stage

F&S Finance & Staffing

FGB Full Governing Body

H&S Health & Safety

HT Headteacher

LAC Looked After Children

PP Pupil Premium

RE Religious Education

SEND Special Educational Needs and Disabilities