



WF Traded Services

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

AGENDA – AUTUMN TERM 2016

Contact: Victoria King
Direct Line: 020 8496 6343
E-mail: Victoria.King@walthamforest.gov.uk
Date: 21 November 2016

Dear Governor,

WOODFORD GREEN PRIMARY SCHOOL GOVERNING BOARD

The next meeting of the Governing Board will be held on Monday 5 December 2016 at 7pm 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.

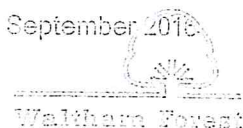
Yours sincerely,

Victoria King
Governor Services

AGENDA

- 1. WELCOME AND APOLOGIES FOR ABSENCE
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
2.1 Governors to declare any interests they have in any of the following agenda items
3. WOODFORD GREEN PRIMARY SCHOOL'S RELATIONSHIP WITH HANDSWORTH PRIMARY
3.1 Governors to discuss and agree the SLA between the two schools;
3.2 Governors to discuss next steps.
4. MINUTES (Enclosed)
4.1 To receive the minutes of the Governing Board meeting held on 26 September 2016
4.2 Matters arising

Services that work with you



- 4.3 Minutes/Reports from Committees
 PPC – 11th October
 22nd November
 FPC - 13th October
 24th November
5. **CHAIR'S ACTION**
 The Chair to report on any action(s) taken since the last meeting for governors' consideration
6. **HEAD TEACHER'S REPORT**
7. **GOVERNOR SKILLS ANALYSIS**
 Governors to receive the finalized details of the Skills Audit, and use the outcomes to
 a) further develop the GB training programme, and
 b) plan any changes to membership of the GB.
8. **PERFORMANCE MANAGEMENT REVIEWS**
 To receive details of Performance Management reviews.
9. **REVIEW PROGRESS ON THE GOVERNING BOARD ACTION PLAN**
 To review progress on the GB action plan
10. **GOVERNORS' TRAINING**
 Governors to note receipt of the annual training programme and provide the clerk with any training bookings to be made for the term
11. **SCHOOL POLICIES**
 Governors to ratify the following policies:
- Data Protection
 - Disciplinary
 - Governor Visits
 - SRE
 - Complaints

12. **DATE AND AGENDA ITEMS FOR THE NEXT MEETING**

12.1 Date of next meeting 23.01.2017 → 7pm →

12.2 Agenda items → Standard LA Agenda (Briefing on PM)

Governors' Briefings will be held on:

Wednesday, 1 March 2017
 Summer term - tbc

Autumn 1

All Governors' Briefings to be held at Waltham Forest Town Hall (Council Chambers), Forest Road E17 4JF from 6.30 to 8.00pm (refreshments from 6.00pm).

Governing Boards are asked to avoid setting meetings on these dates to enable a representative from the governing board and the Clerk to attend.

13. **ANY OTHER BUSINESS**