

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

AGENDA – SPRING TERM 2017

Contact: Victoria King
Direct Line: 020 8496 6343
E-mail: Victoria.King@walthamforest.gov.uk
Date: 5 January 2017

Dear Governor,

WOODFORD GREEN PRIMARY SCHOOL GOVERNING BOARD

The next meeting of the Governing Board will be held on Monday 23 January 2017 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. GOVERNING BOARD

- 3.1 Clerk to confirm Governing Board membership – noting current vacancies and identify members whose term of office will end before the summer term 2017
- 3.2 To consider next steps in the recruitment of new Governors
- 3.3 National Database of Governors
Governors are reminded that from 1 September 2016, all boards of maintained schools and academies must update Edubase with information about people involved in governance (section 538 of the Education Act 1996). Governors' details will be encrypted and held securely, so governors should not feel any concern about providing the data. For further information about Edubase, search 'National Database of Governors' on GOV.UK.

Services that work with you

4. MINUTES (Enclosed)

- 4.1 To receive the minutes of the Governing Board meeting held on 5 December 2016
- 4.2 Matters arising
- 4.3 Minutes/Reports from Committees
 - PPC 10th January '17
 - FPC 12th January '17

5. HEAD TEACHER'S REPORT

- To include a copy of the updated SEF.

6. CHAIR'S ACTION

The Chair to report on any action(s) taken since the last meeting for governors' Consideration.

7. LINK GOVERNOR REPORTS

Governors to receive reports from the Safeguarding, Pupil Premium and Health and Safety Governors.

8. GOVERNORS' TRAINING

- 8.1 Training Link Governor to report on courses attended by governors since the last meeting;
- 8.2 Governors to identify any additional training requirements;
- 8.3 Training Governor to feedback to Governor Services.

9. SCHOOL TO SCHOOL SUPPORT WITH HANDSWORTH PRIMARY SCHOOL UPDATE

10. PERFORMANCE MANAGEMENT BRIEFING

The Headteacher will report on the school's performance management processes.

11. DATE AND AGENDA ITEMS FOR THE NEXT MEETING

- 11.1 Date of next meeting 13 March 2017
- 11.2 Agenda items
- 11.3 The next Governors' Briefing will be held on 1 March 2017 at 6.30 to 8.00pm (refreshments from 6.00pm) at Waltham Forest Town Hall (Council Chambers), Forest Road E17 4JF.

12. ANY OTHER BUSINESS