

**The Nar Valley Federation of Church Academies**  
**Full Meeting of the Local Governing Body**  
**6.00pm, 4<sup>th</sup> October 2016**  
**Castle Acre CE Primary Academy**



- Items highlighted in pink are available to download from GovernorHub – DNEAT Governor Support – Resources – Autumn 2016 – supporting documents for Full LGB Meeting
- Items in purple are available to download from individual LGB's Documents section of GovernorHub

<b>AUTUMN-1 2016 AGENDA</b>			
<b>Opening Prayer</b>			
<b>No</b>	<b>Description</b>	<b>Lead</b>	<b>Paper Ref</b>
<b>1</b>	<b>Absence</b>		
1.1	Receive Apologies for absence		n/a
1.2	Consent/Non-consent to absence		
<b>2</b>	<b>Pecuniary and Other Interests</b>	Clerk	
2.1	Complete <b>Declaration of Pecuniary and Personal Interest forms</b>		<b>2.1a, 2.1b</b>
2.2	Declaration of any pecuniary or other interest with regard to items on the agenda		
<b>3.</b>	<b>Chair's Urgent Action</b>	Chair	
3.1	To consider any urgent action taken by the Chair on behalf of the governing body.		
<b>4</b>	<b>Election of Vice Chair</b>	Chair	
4.1	To elect a Vice Chair		
<b>5</b>	<b>Governing Body Membership</b>	Chair	
5.1	Review and record appointments, resignations and vacancies		
<b>6</b>	<b>Minutes of Previous Meeting</b>	Chair	
6.1	To approve the minute of the meeting held on 12/07/2016		6.1
6.2	Review actions from previous meetings		
6.3	Matters arising from minutes		
<b>7</b>	<b>Governors' Code of Conduct</b>	Chair	
7.1	To agree and sign the <b>DNEAT LGB Code of Conduct 2016-2017</b>		<b>7.1</b>

<b>8</b>	<b>Committee structures, membership, TOR and individual responsibility</b>	Chair	
8.1	To review and agree committee structures, membership and terms of reference		
8.2	Assign responsibility to named governor for: <ul style="list-style-type: none"> <li>• Safeguarding</li> <li>• Special Educational Needs and Disability</li> <li>• Looked After Children</li> <li>• Pupil Premium</li> <li>• Health &amp; Safety</li> </ul>		
<b>9</b>	<b>Governance Information on Website</b>		
9.1	Review governance information on academy website		
<b>10</b>	<b>Head Teacher's Report (verbal)</b>	HT	
10.1	Receive and consider the head teacher's verbal report		
<b>11</b>	<b>Academy Change Plan</b>	HT	
11.1	Discuss and approve the Academy Change Plan		
11.2	Agree a monitoring and evaluation programme		
11.3	Review views of learners, parents and carers		
11.4	Receive Governor Visit Reports		
<b>12</b>	<b>End of KS Assessments and Targets</b>	HT	
12.1	Receive report on outcomes of end of KS Assessments for previous year		
12.2	To consider targets set for 2016-2017 in the light of previous end of year assessments for relevant cohorts and national data		12.2a, 12.2b, 12.2c, 12.2d
<b>13</b>	<b>Performance Management</b>		
13.1	Review plan for Head Teacher and Staff performance management		
<b>14</b>	<b>Pupil Premium Funding Monitoring</b>		
14.1	Receive and consider a brief report on the school's use of Pupil Premium, identifying the impact on FSM & LAC children's progress		
14.2	Receive and consider a brief update on the school's use of the PE & Sports Premium Funding identifying the impact on children's progress		
<b>15</b>	<b>Budget and Related Items</b>		
15.1	Budget Plan 2015/2016 – receive an update on the final budget report with commentary for the previous financial year		
15.2	Budget Plan 2016/2017 – receive an update on the new academy budget plan		

<b>16</b>	<b>Committee Reports</b>		
16.1	Receive Committee Reports (Safeguarding included in Resources Cttee Report)		
<b>17</b>	<b>CPD for Governors</b>		
17.1	Review training attended by governors		
17.2	Plan future training requirements		
<b>18</b>	<b>Educational Visits</b>		
18.1	To note forthcoming educational visits		
<b>19</b>	<b>Admissions Consultation</b>		
19.1	To discuss <b>draft</b> Admissions Policy and provide feedback to DNEAT prior to start of formal consultation process		
<b>20</b>	<b>Statutory and Non-Statutory Policies</b>		
20.1	To adopt/approve the following Core Trust policies (available on DNEAT website): <ul style="list-style-type: none"> <li>• Health and Safety Policy, Procedures and Guidance</li> </ul>		
20.2	To review/approve the following Academy policies: <ul style="list-style-type: none"> <li>• NVF Behaviour Policy</li> <li>• Critical Incidents – Red Book (reviewed by Resources)</li> </ul>		
<b>21</b>	<b>Annual meeting programme</b>		
21.1	Review dates for meetings for the academic year ( <b>DNEAT Governance Meetings Timeline for 2016-2017</b> )		
<b>22</b>	<b>Any Other Business</b>		
22.1	Of sufficient urgency and importance to be discussed and to be agreed with the Chair prior to the meeting		n/a
<b>Reflection: What impact will this meeting have on the outcomes for the pupils in our academ(ies)?</b>			
<b>Closing Prayer</b>			