

Previously circulated prior to the meeting.

Each Terms of Reference for Committee required minor spelling amendments and typographical errors.

Headteacher - - Executive Headteacher

Rapid Action Plan - - change to School Development Plan

Changes of titles made:

Business - - becomes Finance & Premises

Education - - becomes Curriculum & Outcomes

Human Resources - - becomes People & Development

Curriculum & Outcomes Terms of Reference to include a named governor responsible for Safeguarding. Safeguarding gov to be appointed at first FGB meeting

Add to
agenda 17
Oct 2022

22-23/08 **Confidentiality form**

All governors are required to complete this form. Copies of the form were signed and handed to the Clerk by those present.

22-23/09 **Agreement Committees and membership**

Draft document detailing committee membership circulated prior to the meeting. JL took those present through responsibilities of each committee and possible meeting dates.

Curric & Outcomes

Robyn Howells – SIAMS

JL & EG – Pupil Premium

Hannah Williams – SEND

NF – Teaching and learning

EG – Assessment

People & Dev

Helen Grimes is a possibility to join the committee

Additional Foundation Governor – Clerk to enquire with Rev.

David if an appointment has been made

JL to publish the list of committee members on schools' websites.

All present, were in favour

Clerk to ask
DT

22-23/10 **Agree and approve policies**

Three policies require full FGB approval. Behaviour, Complaints and Safeguarding.

Draft policies had been circulated prior to the meeting.

JL has added all policies circulated in draft form on schools' websites until they receive approval from the FGB

It was agreed that policies requiring approval by committees prior to FGB approval are also added to the websites as a sign of intent and will be brought to FGB after the new committees have approved them.

Three policies looked in turn. JL called policies up on-screen, typographical errors were amended, minor changes made:
Change governing body to governing board.

Complaints policy:

Change governing body to governing board,

Refer to 'at the schools' rather than naming individual school

Change Headteacher to Executive Headteacher

Advise complainant to contact chair@woolaston... or chair@tutshill...

RH proposed the approval of this policy

ME seconded

Approved unanimously

Behaviour policy:

Typographical errors were amended, minor changes made
Change music teacher to peripatetic teacher
ME proposed the approval of this policy
AC seconded
Approved unanimously

Safeguarding policy:

Typographical errors were amended, minor changes made.
Name of Safeguarding governor was added
RH proposed the approval of this policy
AC seconded
Approved unanimously

Antibullying, Managing Difficult Visitors plus Charging and
Remissions Policies. It was agreed this should be adopted.
RH proposed the approval of this policy
AC seconded
Approved unanimously

22-23/10 **Agree schedule of meetings**

Schedule of meeting accepted and approved subject to committee
chairs confirming actual date of committee meetings. Day or
evening meetings; in person, virtual or hybrid.

RH: Suggested that members of the GB do a tour of Tutshill
School at the next FGB

22-23/11 **Any other business**

JL received a phone call re a complaint of bullying (WPS) JL
detailed the complaint to those present and explained the
procedure had been followed correctly in accordance with the LA.
Complainant went straight to Ofsted, JL received a call from HMI
first day of term regarding this complaint. HMI confirmed there
would be no further action re this complaint, parent would be
advised of their findings.

HMI advised JL he had taken a look at the school (WPS) website
and recommended a governor to check on website to ensure it is
up to date.

With pending Ofsted in mind;

JL recommends Visits to be arranged with subject leaders asap

Record keeping is checked and prioritised

Ensure Safeguarding procedures and Bullying policies are
implemented

JL confirmed Everything is available on Sharepoint for governors

Enquiries in hand for a Forest Edge email address

Date to be set for an additional curriculum mtg to be decided.

Meeting Closed at 19.04

Date of next FGB meeting: 17th October 2022. 18.00pm

Venue: Tutshill C of E Primary School

Tour of
school