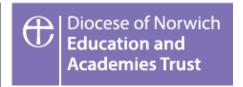
# THE NAR VALLEY FEDERATION OF CHURCH ACADEMIES

Full Meeting of Local Governing Body at 6.00pm on Tuesday 17<sup>th</sup> October 2023, at Castle Acre CE Primary Academy & via Teams

'Working Together for the Good of All'



**'Let your light shine'** Matthew 5:16

We aim to become a community which nurtures individuals to develop a sense of belonging, purpose and self-belief in order for all to flourish and shine.

Our values of respect, responsibility, kindness, courage, hope and forgiveness are clearly illustrated in the parable of the Good Samaritan (Luke 10:25-37). This powerful message provides a basis to enable our children to flourish and shine as unique individuals.

Autumn 1 2023 Agenda					
Description			Lead	Paper Ref	
1.	Ope	ning formalities	Chair		
	1.1	Opening Prayer			
	1.2	Receive Apologies for Absence			
	1.3	Consent/Non-consent to absence			
	1.4	Declaration of any pecuniary or other interest with regard to		See note 1	
		items on the agenda			
2.	Ann	ual Governance Tasks	Governance		
	2.1	Notice to update Declaration of Pecuniary and Personal	Professional	See note 1	
		Interests on GovernorHub			
	2.2	Election of Vice Chair			
		Adopt the Local Governance Committee Code of Conduct		See note 2	
		Receive the Scheme of Delegation for 2023-24			
	2.5	Receive the Terms of Reference for the LGB			
3.	Min	utes and Actions	Chair		
	3.1	Approve the minutes of the meeting held on 18/07/23		Minutes	
	3.2	Review actions from previous meetings		Actions Summary	
	3.3	Discuss matters arising from the minutes			
4.	Aca	demy Improvement			
	4.1	Receive and consider the Single Change Plan for 2023/24	Headteacher	SCP/AIP	
	4.2	Agree plan for presentations from Senior Leader/curriculum			
		champions linked to school priorities (identified in the SCP)			
		to the LGB			
	4.3	Annual Self-Assessment review of Safeguarding			
	4.4	Receive report from AIR meeting regarding standards and	Chair	Verbal update	
		improvement; including current risk rating			
	4.5	SIAMS - IQ1 How does the school's theologically rooted			
		Christian vision enable pupils and adults to flourish?	Headteacher/	The SIAMS Framework	
		(Use discussion to update the relevant section of the	Principal	September 2023 –	
		Summary or ongoing SEF).		Governance Tasks and	

	4.6 Consider recommendations from external reviews of the academy (if any)(e.g. Ofsted , DfE or DNEAT), agree actions governors will support and progress review points.		Duties SIAMS SEF Action plans as needed
5.	Risk Management 5.1 Receive Risk Assessments for educational visits and curriculum areas	Chair & Headteacher/ Principal	
6.	Monitoring 6.1 Agree Governors' Monitoring Plan Programme 6.2 Receive governor monitoring feedback 6.3 Actions from governor monitoring	Governors	Monitoring plan template Monitoring form Monitoring Action List
7.	<ul> <li>Policies</li> <li>7.1 Note new and updated policies issued by the Trust</li> <li>NS10 Alternative Provision Policy (NEW POLICY)</li> <li>S05 Health and Safety Policy</li> <li>S08 Charging and Remissions Policy</li> <li>S09 Data Protection Policy</li> <li>S10 Complaints Procedure</li> <li>S13 Statement of Procedures for Dealing with Allegations</li> <li>7.2 Note the updated Safeguarding policy and assign an action (if necessary) to ensure it is updated on the website</li> <li>7.3 Agree academy policy review schedule</li> <li>Business Continuity Plan NVF</li> <li>The Red Book</li> <li>NVF Uniform Policy</li> <li>NVF Spirituality Policy</li> <li>NVF Choices for Learning Policy</li> </ul>	Headteacher/ School Business Manager	Academy policy review schedule
8.	<ul> <li>Governor CPD and Succession</li> <li>8.1 Plan/Review CPD/Induction for Governors (including Safer Recruitment and Safeguarding training)</li> <li>8.2 Review and update LGB written Succession Plan.</li> </ul>	Chair	See note 3 Skills audit and training records Succession plan template and guidance

# Reflection

Are we confident that our Local Governing Body understands the academy's key priorities, knows what is being done to build upon its strengths and address its weaknesses and how our Christian vision informs this?

# **Considerations for Governors**

Governors can use this list of questions as a prompt to formulate their own questions in the meeting. This is not an exhaustive or required list of questions.

Consider the following of each report/verbal presentation:

- 1. Where is there achievement (success) or underachievement (less success)?
- 2. To what extent?
- 3. Why?
- 4. What action is being taken?
- 5. How will the school know action taken has been successful and how/when will that be reported to governors?
- 6. How are the ethos, vision and values of the school reflected in the school's activities?

# As a Governor, does what you have read, what is being said and what you have seen build a consistent picture?

#### 2 - Annual Governance Tasks

All governors need to be familiar with the Scheme of Delegation and Terms of Reference. They provide not only valuable guidance but also assurance about where responsibilities and accountabilities lie in the Trust.

# 4 – Academy Improvement

4.1/4.2 – Governors do not need to approve the plan but should have a good understanding of the school's priorities for its pupils.

# 5 - Risk Management

Governors do not sign off risk assessments but should seek assurance that correct processes are in place. This provides valuable checks and balances for the Headteacher.

#### Notes

- 1. Declarations should be completed by each governor via GovernorHub. Go to your profile by clicking on your name at the top of the screen and then:
  - click the Declarations tab
  - Edit or delete existing declarations of interest by clicking on the 3 dots to the right of the declaration
  - To add a new declaration, click the 'Add a new declaration' button
  - Once your declarations are correct, click the Confirm button
- 2. Governors should confirm that they
  - agree to abide by the LGB Code of Conduct
  - have read and understood Keeping Children Safe in Education

by clicking on the relevant button in the Declarations section of GovernorHub

3. All scheduled and Modern Governor training can be accessed via the Training tab in the DoN Governor Support area on Governor Hub.

A guide to training that governors should prioritise is available <u>here</u>.