

HEADTEACHER:
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THE LATYMER SCHOOL

Founded 1624

GOVERNING BODY- AGENDA

7.00PM ON TUESDAY, 02 JULY 2024, LRC, THE LATYMER SCHOOL

PART 1 – ATTENDEES:			
NAME	POSITION	DATE APPOINTED	END OF TERM OF OFFICE
Edward Cooper	FOUNDATION GOVERNOR	03 Nov 2017 2 nd Term	02 Nov 2025
Corrine Harms	FOUNDATION GOVERNOR	01 Feb 2021	31 Jan 2025
Bilal Mahmood	FOUNDATION GOVERNOR	01 Feb 2021	28 Feb 2025
Krishna Mehta	FOUNDATION GOVERNOR	21 March 2019 2 nd Term	20 March 2027
Matthew Papasavva	FOUNDATION GOVERNOR	21 March 2019 2 nd Term	20 March 2027
Stephen Way (Chair)	FOUNDATION GOVERNOR	06 March 2017 2 nd Term	05 March 2025
Sof Yiannakas	FOUNDATION GOVERNOR	21 March 2019 2 nd Term	20 March 2027
Vacancy	FOUNDATION GOVERNOR		
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Reem El-Sharouni	PARENT GOVERNOR	13 Dec 2020	12 Dec 2024
Demi Agrotis	PARENT GOVERNOR	19 May 2023	18 May 2027
John Anthony	PARENT GOVERNOR	19 May 2023	18 May 2027
Shannett Thompson	CO-OPTED GOVERNOR	10 Dec 2018 2 nd Term	09 Dec 2026
Amit Zaveri	LOCAL AUTHORITY GOVERNOR	09 June 2023	08 June 2027
Maureen Cobbett	HEADTEACHER	01 Sept 2015	n/a
Stephen Miles	STAFF GOVERNOR	01 Sept 2022	31 Aug 2026

Also attending

Jamie Bolden, Chair of Trustees, The Latymer Foundation

Dick Hibberd, Vice Chair of Trustees, The Latymer Foundation

Clerk

Mrs Mary Pope

ALL PAPERS ARE TAKEN AS READ IN ADVANCE OF THE MEETING

	AGENDA	PAPER
1	Welcome and apologies for absence	verbal
2	Declarations of interest Governors are reminded that they should declare any interest relating to items on this agenda	verbal
3	Notification of items of any other business	verbal
4	Approval of minutes of the last meeting: 26 March 2024	ENC 4
5	Matters arising from the minutes	ENC 5
MEMBERSHIP		
6	Update on membership and vacancies: <ul style="list-style-type: none"> • Update on Headteacher recruitment. • Foundation vacancies • Committee membership • Parent Election – Autumn Term 	SDW, verbal
7	Declaration of Interests, Code of Conduct and Skills Audit 2023/24	SDW, verbal
8	Calendar and format of meetings 2024/25	SDW, ENC 8
9	Governor pages on school website and attendance for 2023/24	SDW, verbal
STRATEGIC ITEMS		
10	Report of the Headteacher	ENC 10
11	Projects <ul style="list-style-type: none"> • LCVAP 2024/25 	verbal
GOVERNANCE AND COMPLIANCE ITEMS		
12	Committee Reports	-
12a	Finance Meetings of 26 March (agreed), 21 May (draft)	ENC 12a and ENC 12ai
12b	2023/24 Q4, 2024/25 budget and three-year budget from 2024/25 onwards Confirmation of submission	verbal

12c	Request to The Latymer Foundation 2024/25	verbal
12d	Business Continuity Plan Confirmation that a plan is in place.	verbal
12e	Curriculum and Standards Meetings of 19 March 2024 (agreed) and 11 June 2024 (draft)	ENC 12e and ENC 12ei
12f	Admissions Meetings of 06 Feb 2024 (agreed), 04 June 2024 (draft)	verbal
12g	Pupils and Personnel Meetings of 12 March (agreed) and 02 July 2024 (verbal)	ENC 12g and verbal
13	Policies for ratification <ul style="list-style-type: none"> • GDPR Protection of Biometric Information Policy (FINCOM) • GDPR School Retention and Disposal Policy (FINCOM) • Scheme of Delegation (FINCOM) • Child Protection Policy and Procedures (P&P) • Behaviour Policy (P&P) • Paternity Leave Provisions – Teaching and Support (P&P) • Safeguarding Checks on Adults Who Have Contact with Pupils – General Guidance (P&P) • Safer Recruitment Policy (P&P) • Special Leave Provision – Teaching and Support (P&P) • Employee Rights to Request Flexible Working Arrangements – Policy and Procedures (P&P) • Grievance Policy (P&P) • Redundancy Redeployment Reorganisation Schools Staff Policy (P&P) 	ENC 13a-l
14	Health and Safety	verbal
OTHER BUSINESS		
15	Governor Visits and Training	verbal
16	Chair's Action	SDW
17	AOB <ul style="list-style-type: none"> • Approve Statement of Commitment (Wellbeing) • Redecoration Form of eligibility • NatWest Bank Ratification 	ENC 17a ENC 17b verbal
18	Items to remain confidential.	verbal
NEXT MEETING		
19	10 September 2024 - TBC	-