



Sheffield Lower School

Wednesday 25th September 2024, Start time: 6:30

Item No.	Item	
1.	Welcome and Apologies- All were welcomed. Apologies received and accepted from three governors.	
2.	No new declarations were received	
3.	Minutes of previous meeting agreed.	
4.	<p>Governing Board Membership</p> <p>Appointment of Chair Appointment of Vice Chair Governing board vacancies will be advertised Roles and responsibilities are confirmed. Instrument of government (paper copy) was distributed by Clerk and there were no objections. Pay Committee confirmed HTPM Committee confirmed</p>	
5.	<p>Annual Governance Items for Review</p> <p>Declaration of Interest via Gov Hub Code of conduct document agreed Terms of Reference agreed. Governor Cycle of Works to be finalised and uploaded. KCSIE, Prevent and Safeguarding training reminders.</p>	
6 & 7	<p>School Self Evaluation Form (SEF) School Development Plan (SDP) The School Strategic Priorities are included, as written and agreed by Governor and Governor Vision is being embedded throughout the priorities.</p>	
8.	<p>Governor Visits to be arranged. HTPM to be booked now prices are agreed.</p>	
9.	<p>Head Update</p> <p>The budget is currently being reforecast for the committee. Safeguarding- Annual training Brief site walk for Governors. Mitigation Snagging Health and Safety site walk Contract Updates Recruitment Staff absence</p>	
11.	<p>Any Other Business</p> <p>SFF letter has been distributed to Staff and Governors.</p> <ul style="list-style-type: none"> • New school day times has been a smooth transition • Flu dates are on the newsletter 	
12.	<p>Dates of next meetings 24/10 FGB</p>	

End time: 8:45