

HEADTEACHER:
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THE LATYMER SCHOOL

Founded 1624

GOVERNING BODY - AGENDA

7.30PM ON TUESDAY, 12 SEPTEMBER 2023, LRC, THE LATYMER SCHOOL

(FOLLOWING PREVENT TRAINING 6.30PM-7.30PM)

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

Dick Hibberd, 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	Election of Chair and Deputy Chair	verbal
3	Declarations of interest Governors are reminded that they should declare any interest relating to items on this agenda	verbal
4	Notification of items of any other business	verbal
5	Approval of minutes of the last meeting: 04 July 2023 Action Tracker 23-24	ENC 5a ENC 5b
6	Matters arising <ul style="list-style-type: none"> • Terms of Reference and Organisational Arrangements 	ENC 6
	MEMBERSHIP	
7	Update on membership and vacancies	verbal
8	Committee Membership and link roles <ul style="list-style-type: none"> • <i>Ratify Committee Membership for 2023/24</i> *GOVERNORS TO REVIEW IN ADVANCE OF THE MEETING AND ADVISE CHAIR OF ANY DESIRED CHANGE* 	ENC 8
9	Skills Audit 2023/24 and Related Parties Form *ALL GOVERNORS: PLEASE COMPLETE FORMS AND SEND TO THE CLERK BEFORE THE MEETING*	ENC 9a and ENC 9b
10	Code of Conduct and DBS reminder 2023/24 *ALL GOVERNORS: PLEASE COMPLETE FORMS AND SEND TO THE CLERK BEFORE THE MEETING*	ENC 10a and 10b
11	Declaration of Interests 2023/24 *ALL GOVERNORS: PLEASE UPDATE YOUR DECLARATION OF INTERESTS N GOVERNORHUB BEFORE THE MEETING*	GOVERNORHUB
	STRATEGIC ITEMS	
12	Report of the Headteacher <ul style="list-style-type: none"> • Exams 	ENC 12
13	Building Works <ul style="list-style-type: none"> • Update on LCVAP • Update on Building works 	verbal

GOVERNANCE AND COMPLIANCE ITEMS		
14	Committee Reports	
14a	Finance 11 July 2023	ENC 14a Draft
14b	Q1 2022/23	ENC 14b
15	Policies for ratification	
	Keeping Children Safe in Education 2023 *GOVERNORS PLEASE READ UPDATED DOCUMENT AND CONFIRM ON GOVERNORHUB*	GOVERNORHUB
15a	Safeguarding, Child Protection and Procedures Policy (updated to reflect changes from KCSiE 2023)	ENC 15a
15b	Complaints Procedure	ENC 15b
15c	Health and Safety Policy	ENC 15c
15d	Disciplinary Procedure Policy	ENC 15d
15e	Disciplinary Procedure Policy – Changes Marked in Red	ENC 15e
16	Health and Safety	verbal
OTHER BUSINESS		
17	Governor Visits	verbal
18	Training	verbal
19	Chair's Action	verbal
20	AOB *ADVISE CHAIR IN ADVANCE OF THE MEETING*	verbal
21	Items to remain confidential	verbal
NEXT MEETING DATES		
22	21 November 2023, 26 March 2024 and 02 July 2024 – 7pm	-