

HEADTEACHER:  
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# THE LATYMER SCHOOL

Founded 1624

## GOVERNING BODY- AGENDA

**7.00PM ON TUESDAY, 01 JULY 2025, SEWARDS STUDIO, THE LATYMER SCHOOL**

<b>PART 1 – ATTENDEES:</b>			
<b>NAME</b>	<b>POSITION</b>	<b>DATE APPOINTED</b>	<b>END OF TERM OF OFFICE</b>
Edward Cooper	FOUNDATION GOVERNOR	03 Nov 2017 2 <sup>nd</sup> Term	02 Nov 2025
Corrine Harms	FOUNDATION GOVERNOR	01 Feb 2021 2 <sup>nd</sup> Term	31 Jan 2029
Bilal Mahmood	FOUNDATION GOVERNOR	01 Feb 2021 2 <sup>nd</sup> Term	28 Feb 2029
Krishna Mehta	FOUNDATION GOVERNOR	21 Mar 2019 2 <sup>nd</sup> Term	20 Mar 2027
Adam Morton	FOUNDATION GOVERNOR	1 Apr 2025	31 Mar 2029
Matthew Papasavva	FOUNDATION GOVERNOR	21 Mar 2019 2 <sup>nd</sup> Term	20 Mar 2027
Chiinthu Sarvananthan	FOUNDATION GOVERNOR	1 Apr 2025	31 Mar 2029
Stephen Way (Chair)	FOUNDATION GOVERNOR	06 Mar 2017 2 <sup>nd</sup> Term	31 Dec 2026
Sof Yiannakas	FOUNDATION GOVERNOR	21 Mar 2019 2 <sup>nd</sup> Term	20 Mar 2027
Carolyn Schönherr	PARENT GOVERNOR	13 Dec 2024	12 Dec 2028
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 <sup>nd</sup> Term	09 Dec 2026
Amit Zaveri	LOCAL AUTHORITY GOVERNOR	09 Jun 2023	08 Jun 2027
Joseph Gilford	HEADTEACHER	22 Apr 2025	n/a
Stephen Miles	STAFF GOVERNOR	01 Sep 2022	31 Aug 2026

### Also attending

Jamie Bolden, Chair of Trustees, The Latymer Foundation

### Clerk

Mrs Mary Pope

**ALL PAPERS ARE TAKEN AS READ IN ADVANCE OF THE MEETING**

	<b>AGENDA</b>	<b>PAPER</b>
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: 01 April 2025	ENC 4
5	Matters arising from the Minutes	ENC 5
<b>MEMBERSHIP</b>		
6	Update on membership and vacancies: <ul style="list-style-type: none"> <li>• Parent Election – Autumn Term</li> </ul>	SDW, verbal
7	Declaration of Interests, Code of Conduct and Governing Board Effectiveness (replaces Skills Audit) GovernorHub	SDW, verbal
8	Calendar and format of meetings 2025/26	SDW, ENC 8
9	Governor pages on school website and attendance for 2024/25	SDW, ENC 9
<b>STRATEGIC ITEMS</b>		
10	Report of the Headteacher <ul style="list-style-type: none"> <li>• Risk Register</li> <li>• SIP/SDP</li> </ul>	ENC 10
11	Projects <ul style="list-style-type: none"> <li>• SCA (formerly LCVAP) 2025/26</li> </ul>	verbal
<b>GOVERNANCE AND COMPLIANCE ITEMS</b>		
12	Committee Reports	-
12a	Finance Meetings of 29 April (agreed) 21 May (draft)	ENC 12a and ENC 12ai
12b	2024/25 Q4, 2025/26 budget and three-year budget from 2025/26 onwards Confirmation of submission	verbal

12c	Request to The Latymer Foundation 2025/26	verbal
12d	Delegate authority to FINCOM to approve the Hire Fees for 2025-26.	verbal
12e	Curriculum and Standards Meetings of 18 March 2025 (agreed) and 10 June 2025 (draft)	ENC 12e and ENC 12ei
12f	Admissions 03 June 2025 (verbal)	verbal
12g	Pupils and Personnel Meetings of 11 March (agreed) and 24 June 2025 (draft)	ENC 12g and verbal
13	Policies for ratification <ul style="list-style-type: none"> <li>• Behaviour Policy and Summary of updates (P&amp;P)</li> <li>• Prevention of Extremism and Radicalisation Policy (P&amp;P)</li> <li>• Safeguarding Checks on Adults Who Have Contact with Pupils (reviewed June/July 2024) – <b>Not changed</b> (P&amp;P)</li> <li>• Safer Recruitment Policy (reviewed June/July 2024) – <b>Not changed</b> (P&amp;P)</li> <li>• Special Leave Provision – Teaching and Support (reviewed June/July 2024) – <b>Not changed</b> (P&amp;P)</li> <li>• Employee Rights to Request Flexible Working Arrangements (reviewed June/July 2024) – <b>Not changed</b> (P&amp;P)</li> <li>• Grievance Procedure (reviewed June/July 2024) – <b>Updated May 2025</b> ((P&amp;P)</li> <li>• Paternity Leave (reviewed June/July 2024) – <b>Not changed</b> (P&amp;P)</li> <li>• Maternity Leave provision (reviewed June/July 2024) – <b>Not changed</b> (P&amp;P)</li> <li>• Redundancy Redeployment Reorganisation Schools Staff Policy (reviewed June/July 2024) – <b>Not changed</b> (P&amp;P)</li> <li>• Allegations against staff and volunteers who work with children (from Feb 2021) – <b>Not changed</b> (P&amp;P)</li> <li>• Model Whistleblowing Policy and Procedures (last approved December 2020) – <b>Not changed</b> (P&amp;P)</li> <li>• Sexual Harassment Policy – <b>Not changed</b> (P&amp;P)</li> <li>• Stress Management Policy and Procedure (P&amp;P)</li> <li>• AI Policy (C&amp;S)</li> <li>• GDPR Protection of Biometric Information Policy - <b>Not changed</b></li> <li>• GDPR School Retention and Disposal Policy - <b>Not changed</b></li> <li>• Staff – New and Expectant Mothers</li> <li>• Severe Weather Guidance</li> </ul>	ENCS 13

14	Health and Safety	verbal
15	SIP Visit – EC / MP	Verbal
	<b>OTHER BUSINESS</b>	
16	Governor Visits and Training	verbal
17	Chair's Action <ul style="list-style-type: none"> <li>Electricity Contract Renewal with 001</li> </ul>	SDW
18	AOB <ul style="list-style-type: none"> <li></li> </ul>	
19	Items to remain confidential. Part II Minutes – 15 October 2024	verbal
	<b>NEXT MEETING</b>	
20	16 September 2025 - TBC	-