

HEADTEACHER:  
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# THE LATYMER SCHOOL

Founded 1624

## GOVERNING BODY- AGENDA

**7.00PM ON TUESDAY, 21 NOVEMBER 2023, LRC**

<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	31 Jan 2025
Bilal Mahmood	FOUNDATION GOVERNOR	01 Feb 2021	28 Feb 2025
Krishna Mehta	FOUNDATION GOVERNOR	21 March 2019 2 <sup>nd</sup> Term	20 March 2027
Matthew Papasavva	FOUNDATION GOVERNOR	21 March 2019 2 <sup>nd</sup> Term	20 March 2027
Stephen Way (Chair)	FOUNDATION GOVERNOR	06 March 2017 2 <sup>nd</sup> Term	05 March 2025
Sof Yiannakas	FOUNDATION GOVERNOR	21 March 2019 2 <sup>nd</sup> 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 <sup>nd</sup> 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**

	<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: 12 September 2023	ENC 4
5	Matters arising <ul style="list-style-type: none"> <li>• Headteacher recruitment update</li> </ul>	ENC 5
<b>MEMBERSHIP</b>		
6	Update on membership and vacancies	verbal
7	Committee Membership <ul style="list-style-type: none"> <li>• Note Committee Chair for academic year 2023/2024</li> <li>• Link roles</li> </ul>	verbal
8	Related Party Transactions	ENC 8
9	Terms of Reference 2023/24 <ul style="list-style-type: none"> <li>• To Ratify</li> </ul>	ENC 9
10	Organisational Arrangements 2023/24 <ul style="list-style-type: none"> <li>• To Ratify</li> </ul>	ENC 10
<b>STRATEGIC ITEMS</b>		
11	Report of the Headteacher	ENC 11
12	Building Works	verbal
<b>GOVERNANCE AND COMPLIANCE ITEMS</b>		
13	Risk Register	ENC 13
14	Committee Reports	-
14a	<b>Finance</b> 10 October 2023 (draft)	ENC 14a Verbal update from Committee Chair
14b	Q2 2023/24	ENC 14b
14c	SFVS 2023 (including Benchmarking dashboard)	ENC 14c
14d	LCVAP 2023/24	ENC 14d
14e	<b>Curriculum and Standards</b>	ENC 14e

	26 September 2023 (draft)	
14f	<b>Admissions</b> 17 October 2023 (draft)	Verbal update from Committee Chair
14g	Admission Arrangements for 2024/25 <i>Agree process following consultation for policy, FAQ, Standard Number</i>  Sixth Form Entry requirements	verbal  verbal
14h	<b>Pupils and Personnel</b> 14 November 2023 (draft)	ENC 14h To follow
14i	Annual Safeguarding Report – to be presented at the next Full GB	Verbal
14j	Pay 07 November 2023 (verbal)	Verbal update from Committee Chair
14k	Teacher Pay Award 2023/24	verbal
15	Policies for ratification	
15a	Charging and Remissions Policy (FINCOM)	ENC 15a
15b	Bursary Fund Policy (FINCOM)	ENC 15b
15c	Governor’s Allowances Policy (FINCOM)	ENC 15c
15d	Lettings Policy and Charges (FNCOM)	ENC 15d
16	Health and Safety	ENC 16
	<b>OTHER BUSINESS</b>	
17	Governor Visits	verbal
18	Training <ul style="list-style-type: none"> <li>• Safeguarding Training</li> <li>• Governor Training – Demi Agrotis</li> </ul>	verbal
19	Governor Skills Audit	ENC 19
22	Chair’s Action <ul style="list-style-type: none"> <li>• Admissions Chair- Promotion of FSM applicant</li> </ul>	verbal
23	AOB  <b>*ADVISE CHAIR IN ADVANCE OF THE MEETING*</b>	verbal
24	Items to remain confidential	verbal
	<b>NEXT MEETING</b>	
24	26 March 2024 and 02 July 2024 – 7pm	-