

**THE NAR VALLEY FEDERATION OF  
CHURCH ACADEMIES**

**Local Governing Body Meeting at 6.00pm on  
Tuesday 21<sup>st</sup> May 2024, at Narborough CE  
Primary Academy**

***'Working Together for the Good of All'***



***'Let your light shine'***

Matthew 5:16

***We aim to become a community which nurtures individuals to develop a sense of belonging, purpose and self-belief in order for all to flourish and shine.***

Our values of respect, responsibility, kindness, courage, hope and forgiveness are clearly illustrated in the parable of the Good Samaritan (Luke 10:25-37). This powerful message provides a basis to enable our children to flourish and shine as unique individuals.

<b>Summer 1 2024 Agenda</b>		
<b>1. Opening formalities</b> 1.1 Opening Prayer 1.2 Receive Apologies for Absence 1.3 Consent/Non-consent to absence 1.4 Declaration of any pecuniary or other interest with regard to items on the agenda	Chair	See Note 1
<b>2. Minutes and Actions</b> 2.1 Approve the minutes of the meeting held on 19/03/24 2.2 Review actions from previous meetings 2.3 Discuss matters arising from the minutes	Chair	Minutes Actions Summary
<b>3. Academy Improvement</b> 3.1 Receive presentation from leader related to Single Change / Academy Improvement Plan Priorities. 3.2 Receive report from Headteacher including progress against Single Change Plan, pupil progress and pupil absence. 3.3 Receive report on the impact of Curriculum Champions 3.4 Consider recommendations from external reviews of the academy (e.g. Ofsted), agree/monitor actions. 3.5 Receive report from AIR meeting regarding standards and improvement and current risk rating. 3.6 Discuss the impact of Safeguarding arrangements on pupil safety.	Maths Lead (EW)  Headteacher   Chair of Governors	Verbal feedback following AIR
<b>4. SIAMS and Ethos</b> 4.1 SIAMS - IQ5 How does the school's theologically rooted Christian vision create an active culture of justice and responsibility? (Use discussion to update the relevant section of the Summary or ongoing SEF). 4.2 Consider specific monitoring tasks around pupil voice, collective worship and the school environment.	Chair	<a href="#">The SIAMS Framework September 2023 – Governance Tasks and Duties</a> SIAMS SEF Action plans as needed

<p><b>5. Monitoring</b></p> <p>5.1 Receive governor monitoring feedback – should include Website Compliance check at this meeting.</p> <p>5.2 Actions from Governor Monitoring</p> <p>5.3 Update monitoring plan with completed and planned actions.</p>	Governors	<p><a href="#">Monitoring plan template</a></p> <p><a href="#">Monitoring form</a></p>
<p><b>6. Policies</b></p> <p>6.1 Note new and updated policies issued by the Trust:</p> <ul style="list-style-type: none"> <li>● <b>Reference Policy</b></li> <li>● <b>Whole School Pay Policy</b></li> <li>● <b>Volunteer Policy</b> – <i>(significant changes to the policy)</i></li> <li>● <b>Business Continuity Plan</b></li> <li>● <b>Risk Management Policy</b></li> <li>● <b>Code of Conduct Staff and Volunteers</b></li> <li>● <b>Staff Grievance Procedure</b></li> <li>● <b>Speak Up Policy</b> – <i>(replaces HR07 Whistleblowing Policy)</i></li> <li>● <b>Secure handling of information provided by the DBS</b> – <i>this has been updated to include “Appendix 1 – Confirmation that original DBS certificate has been seen”. Updated policy attached; November approval date unchanged.</i></li> </ul> <p>6.2 Receive academy policies for approval as per policy schedule.</p> <ul style="list-style-type: none"> <li>● Home School Contract 2024/25</li> <li>● Remote Learning Policy</li> <li>● Maths Calculation Policy (PiXL)</li> <li>● Homework Policy</li> <li>● Teaching &amp; Learning Handbook (appendix to DNEAT T&amp;L Policy)</li> </ul>	Headteacher	
<p><b>7. Governor CPD and Succession</b></p> <p>7.1 Plan/Review CPD/Induction for Governors (including Safer Recruitment and Safeguarding training)</p> <p>7.2 Review and update LGB written Succession Plan.</p> <p>7.3 Agree governor to attend Headteacher Performance Management training in summer 2 (1 July) and be named governor next academic year</p>	Chair	<p>Skills audit and training records</p> <p><a href="#">Succession plan template and guidance</a></p> <p><a href="#">Training details</a></p>
<p><b>Reflection</b></p> <p><i>Are we confident that our Local Governing Body understands the academy’s key priorities, knows what is being done to build upon its strengths and address its weaknesses and how our Christian vision informs this?</i></p>		

### Considerations for Governors

Governors can use this list of questions as a prompt to formulate their own questions in the meeting. This is not an exhaustive or required list of questions.

Consider the following of each report/verbal presentation:

1. Where is there achievement (success) or underachievement (less success)?
2. To what extent?
3. Why?
4. What action is being taken?

5. How will the school know action taken has been successful and how/when will that be reported to governors?
  6. How are the ethos, vision and values of the school reflected in the school's activities?
- As a Governor, does what you have read, what is being said and what you have seen build a consistent picture?**

### [Question ideas for Governors](#)

All scheduled and Modern Governor training can be accessed via the Training tab in the DoN Governor Support area on GovernorHub.

A guide to training that governors should prioritise is available [here](#).