

Stanwix School – Full Trustee Meeting
9th September 2024 – 5:30pm

Present: Sarah Nuttall, Catherine Briggs, Elizabeth Mallinson (Chair), Michael Johnson, Karen Robertson, Jen Barry, Tom Little

Also present: Vicky Jenner, Ellie Graham (Clerk)

	Item		Action
1	Welcome / Apologies	No apologies EM formally introduced SN as interim head	
2	Declarations of Interest Governors to declare particular interests, financial or otherwise, in any of the agenda items discussed at the meeting (and update register if needed)	No DOI- DOI forms to be handed out at the next meeting for this year (govs to fill in).	DOI forms to be handed out at the next FGM
3	Minutes of previous meetings- actions to follow up and approve	FULL minutes & confidential minutes (01.05.24) FULL minutes & confidential minutes (18.06.24) Both sets of minutes were approved/agreed in principal by governors, awaiting amendments.	
4	Election of officers a. governor resignation b. election of governor positions c. election of trustees d. appointment to specific governor roles e. governor vacancies and next steps for recruitment	a. LC to stay on as governor until Christmas b. EM nominated as chairman (CB proposed & MJ seconded) LC & TL to co-vice chair CB to chair finance committee JB & TL to chair T&A committee c. Confidential item d. LC- safeguarding and H&S governor KR- SEND governor TL nominated as 3 rd Member on Governing Board.	
5	Chairperson verbal report	Update from EM on current situation with staffing. Confidential item	
6	HT Report via presentation and documentation including~ • update on start of new term and inset training	a. SN- curriculum opportunities in school are amazing, there is strong teaching and good behaviour from pupils. SN has calendar of leadership actions in place to be completed. September inset day for staff was based on culture and relationships- very open.	

	• new essential documents • Draft school development plan Autumn 24 • Sports premium plan and pupil premium strategy updates • Attainment 3-year trend (2024, 2023 & 2022)	Confidential Item Sports premium plan and pupil premium strategy updates: a discussion took place on how we need to move forward with PP funding and strategies.	
7	Safeguarding and Health & Safety a. KCSIE Governor training plan for Sept 2024 b. KA Governor & leaders website audit c. KA Governing body H&S monitoring Autumn 2024		
8	Making the school compliant with KS1 hours	Confidential item	
9	Policies to ratify	The following policies have been updated to be current by VJ & SN. Governors formally agreed that all relevant policies are to be signed and uploaded onto our website; • Attendance policy and procedures 2024-25 • Behaviour policy and procedures 2024-25 • Charging and remissions policy 2024-27 • Child protection policy and procedures 2024-25 • Data protection policy 2024-25 • First day calling procedures and emergency contact form 2024 • To discuss adopting Cumberland Councils Teachers Model pay policy Governors approved the pay policy and documentation that is in line with the trade unions representations.	
10	Any other business	Confidential Item	