



WEST SUSSEX COUNTY COUNCIL

IMBERHORNE SCHOOL

Headteacher: Mr Lee Walker

Compassion
Achievement
Respect
Endeavour

*The cornerstones of our
learning community*

Thursday 7th December 2023 at 5.30pm in the Conference Room, Imberhorne Lane.

AGENDA

1. Welcome

- AY to welcome all, including Jenny Munns for her first meeting, Denise Clements who will be clerking the meeting and Julie Wheeler who is attending as an observer.

2. Apologies

3. Declarations of Interest

- Annual declaration update

4. Urgent Matters

5. To approve minutes:

- Full Governing Body Meeting held 19th October 2023.

6. Chair's Actions

- Chair to report any actions taken on FGB's behalf

7. Eco Committee

- GB to hear from school Eco Committee about their recent award

8. Yr11 Exam Preparation

- KMA to report on KS4 exam preparation and predicted results

9. Staff Survey Results

- JH, CM & JA to provide overview of results

10. School Update

- LWA to take questions on his termly report to Governors
- LWA to report of significant developments, including:
 - Update on site development (land swap & extra places)
 - Staffing

11. Safeguarding

- AY to provide verbal update, including recent audit
- AY to report on governors' completion of NGA training & reading KCSiE

12. SDP Monitoring Update

- Each monitoring team to provide brief report

13. Finance & Pay Committees

- JH to report on both Finance & Pay Committee Meetings of 20/11/23
- FGB to approve Terms of Reference of Finance & Pay Committees

14. Staff Exit Process

- FGB to consider and agree approach

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15. Federation Update

- AY to provide summary of recent meeting (9/11/23)

16. Premises / H&S

- RP to provide any updates.

17. Policies

- FGB to approve:
 - Admissions & Attendance
- and note:
 - Updated schedule & Pupil Premium Strategy Statement

18. Governors

- AY to propose plan for upcoming meetings
- To note & discuss governor reports on:
 - School Visits – 6
 - Training – 1
- Governor Recruitment
 - Note the resignation of Sally Hannam
 - Consider plan for vacancies (3x co-opted)
 - Consider whether to review Instrument of Government
- Clerk Recruitment
 - AY to provide update
- Future Whole GB training
- Terms of office due to end in the next 6 months
 - none (but several in Sept '24)

19. Matters Arising

- AY - HTI to be informed of governor support for electronic sign in
- FGB – complete Register of Interest Form
- FGB - read KCSiE and complete NGA training
- Stakeholder group – distribute staff survey
- AY - Contact WSCC re complaints training
- LWA/AY – allocate policies to appropriate governors for review
- AY – liaise with HTI regarding safeguarding questions for governors to ask at triads
- AT/JH – produce acronyms list

20. Impact

- FGB to review Impact Statement and to consider what impact they have had on the students since last meeting

21. Items to be added to the next Agenda

22. Summary of Actions Agreed

Next Meeting: 11th January 2024

Papers for the meeting on GovernorHub -

<https://app.governorhub.com/g/imberhornschoo/doc/6544da24934b6bd1cfba5aa8>