

# Governors Meeting Agenda Worthing High School

Tuesday 1 October 2024  
1545-1745 Worthing High School  
Classroom B9

*In accordance with the SDET Articles of Association a Governors Meeting is called for with the required 7 days-notice.*

<b>Members:</b>	Louise Davey (LDA), Chair	Neil Ambrose (NAM), Vice Chair
	Amanda Allibone (AAL)	John Bull (JBU)
	Adrian Cook (ACO), Head of School	Emma Taylor (ETA)
<b>Clerk to Governors &amp; Company Secretary</b>	Tracy Reed	
<b>Invited Guests</b>	Richard Cohen (RCO), Chair of Trustees	
	Ian Hughes (IHU), Vice Chair of Trustees	
	Pan Panayiotou (PPU), Exec Headteacher WHS/ CEO SDET	
	Sarah Jones (SJO), Chief Finance & Operating Officer	
	Alex Simpson (ASI), Deputy Headteacher	
<b>Prospective Governor</b>	Caroline Carroll (CCA), to be appointed at the meeting	

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			Mins
1.	Welcome and introductions	LDA	
2.	Apologies for absence from meeting / delayed attendance <ul style="list-style-type: none"> <li>● Apologies have been received from Pan Panayiotou</li> </ul>	LDA	
3.	Notice and Quorum	LDA	
4.	Pecuniary Interests		
5.	Resignations/Vacancies/Appointments to Governing Body <ul style="list-style-type: none"> <li>● Confirmation of appointment of co-opted Governor</li> <li>● Parent Governor vacancies - three nominations received</li> <li>● Teaching Staff Governor vacancy</li> </ul>		
6.	Minutes of previous meeting: <ul style="list-style-type: none"> <li>● Governing Board Meeting 10 July 2024</li> </ul>		
7.	Matters Arising from item 6 (not covered elsewhere on the agenda)		
8.	CEO update <ul style="list-style-type: none"> <li>● Open days</li> <li>● SSC</li> <li>● Pay awards</li> </ul>	PPU	10
9.	<u>Governor visit reports</u> - roles and responsibilities		

10.	<p><u>1. Head of School's Report ACO</u></p> <p><u>i. Quality of Education</u></p> <ul style="list-style-type: none"> <li>● 2024 academic outcome review ACO</li> <li>● SEF/ SDP 2024-25 inc key priorities ACO</li> <li>● Visionary Ofsted report ACO</li> <li>● SIP reports (for information only: previously circulated)</li> </ul> <p><u>ii. Behaviour and attitudes/Personal Development:</u></p> <ul style="list-style-type: none"> <li>● Student numbers- Verbal updated by ACO</li> <li>● Student attendance NMA</li> </ul> <p><u>iii. Leadership and Management:</u></p> <ul style="list-style-type: none"> <li>● Stakeholder voice: Student council/leadership minutes/reports, Staff Forum minutes, Parent Forum minutes NMA</li> <li>● Safeguarding evaluation 2023-2024 ASI</li> </ul> <p><u>2. Resource Management</u></p> <ul style="list-style-type: none"> <li>● Chief Operating Officer's report SJO</li> </ul> <p><u>3. Other business</u></p> <ul style="list-style-type: none"> <li>● School Calendar - forthcoming events</li> <li>● Any term date / INSET changes</li> <li>● Marketing and social media HTH</li> <li>● Trips and visits EHP</li> </ul>		
11.	<p>Clerking Matters:</p> <ul style="list-style-type: none"> <li>● Review any Governor training requests and training completedb</li> </ul>	TRE	
12.	<p>Policies for review</p> <ul style="list-style-type: none"> <li>● Attendance Policy For Students NMA</li> <li>● Provider Access Policy Statement HTH</li> <li>● Safeguarding &amp; Child Protection Policy NMA</li> <li>● Worthing High School Visitor Policy SJO</li> <li>● Network Policy PRO</li> </ul>		10
13.	Chair's actions to include updates on actions by Chair since the last meeting.	LDA	5
14.	Any other business - notified to Chair in advance of the meeting.	LDA	
15.	Agreed actions from the meeting.	TRE	1
16.	<p>LGB Meetings for Academic Year 2024/25, all on Tuesdays commencing at 1600.</p> <ul style="list-style-type: none"> <li>● 26 November 2024</li> <li>● 4 February 2025</li> <li>● 1 April 2025</li> <li>● 20 May 2025</li> <li>● 22 July 2025</li> </ul>	LDA	

*Papers linked- Meeting duration expected to be 2 hours*