



WEST SUSSEX COUNTY COUNCIL

IMBERHORNE SCHOOL

Headteacher: Mr Lee Walker

Compassion
Achievement
Respect
Endeavour

*The cornerstones of our
learning community*

Thursday 8th February 2024 at 5.30pm in the Conference Room, Imberhorne Lane.

AGENDA

1. Welcome

- AY to welcome all, including Deborah Allen who will be attending her first meeting

2. Apologies

3. Declarations of Interest

4. Urgent Matters

5. To approve minutes:

- Full Governing Body Meeting held 11th January 2024

6. Chair's Actions

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

7. Attendance

- CFA to present the school's current approach to improving this

8. Staff Survey Results

- JH to present a summary of the main themes emerging from textual responses

9. School Culture

- Governors to review key principles

10. School Update

- LWA to describe his work to ensure the school is prepared for Ofsted
- AY to provide brief update on HT recruitment
- LWA to update governors on electronic sign in

11. Safeguarding

- To receive report from last term's external safeguarding audit

12. SDP Monitoring Update

- Each monitoring team to provide brief report



Imberhorne Lane
East Grinstead
West Sussex
RH19 1QY

Tel: 01342 323562

E-Mail: info@imberhorne.co.uk

www.imberhorne.co.uk



13. Finance and Pay Committees

- JH to report on both Finance & Pay Committee meetings of 22/01/2024

14. Federation Update

- AY to provide summary of Joint Committee meeting of 25/01/2024

15. Premises/Health and Safety

- LA to provide any updates

16. Policies

- FGB to approve the following policies:
 - Assessment Policy
 - Freedom of Information
 - Governors' Expenses Policy and Claim Form
 - SEND Information Report
 - SEND Policy
 - SMSC Policy

17. Governors

- To consider and approve new governor roles
- To note and discuss governor reports on
 - School Visits
 - Training
- Governor Recruitment
 - Consider plan for vacancies (2x co-opted, 1x LA, 1x parent)
- Future whole GB training
- Terms of office due to end in next 6 months (*none but several in September 2024*)

18. Matters Arising

- New parent Governor to be recruited following the resignation of Richard Poole. **AY**
- Sarah Watson initials to be amended to SWT on previous minutes. **AY**
- Communicate to staff that AY does not intend to step down as Chair of Governors. **AY**
- Let HG know the GB decisions about HT recruitment. **AY**
- Circulate HT recruitment pack to FGB for comments on the wording. **AY**
- Talk to LWA and KMA about messages to staff and parents regarding arrangements for the summer term. **AY**
- Circulate amendments to Governor roles. **AY**
- Update Impact Statement. **AY**

19. Impact

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

20. Items to be added to the next Agenda

21. Summary of Actions Agreed

Next Meeting: 21st March 2024

Papers for the meeting on GovernorHub –

<https://app.governorhub.com/g/imberhornschoo/docs/65b67065be65ff2ef5ff1f14>