



**A Meeting of the full Governing Board of Boroughbridge Primary School and Nursery to be held on  
Thursday 25th September 2025 at 5.30pm in School**

**AGENDA**

Core Functions of the Governing Board

1. Ensuring the vision, ethos and strategic direction of the school are clearly defined
2. Ensuring the Headteacher performs his or her responsibilities for the educational performance of the school
3. Ensuring the sound, proper and effective use of the school's financial resources
4. Ensuring that the Safeguarding and promotion of the welfare of children, and the wider School community, are at the forefront of our priorities.

Item No	Item	Lead	Documents for consideration
	Welcome and introductions  Brief outline of the purpose of tonight's meeting and a reminder of the strategic role of Governors.	Chair	
1.	<b>Apologies:</b> consider consenting to the absence of a governor	Chair/ Clerk	
2.	<b>Election of Chair and Vice Chair:</b> <ul style="list-style-type: none"> <li>• To agree the procedure for the election of the Chair and Vice Chair</li> <li>• To agree the terms of office of the Chair and Vice Chair</li> <li>• Election of Chair</li> <li>• Election of Vice Chair</li> </ul>	Clerk	
3.	<b>Declarations of interest</b> – To declare any pecuniary interests.	Chair	
4.	<b>Confidentiality:</b> consideration of any agenda items which should be regarded as confidential and reminder to all Governors regarding the confidentiality of <b>all</b> discussions.	Chair	
5.	<b>Declaration of any Urgent Other Business</b>	Chair	
6.	<b>To Agree the Minutes of the last FGB meeting and matters arising including Governor actions – 17<sup>th</sup> July 2025</b>  Update on classroom structure and start to the year.	Chair  Head	Draft minutes of FGB Mtg 17/7/25
7.	<b>Headteacher – Updates</b> to include; <ul style="list-style-type: none"> <li>• Premises – Sue Turley updates</li> <li>• Finance</li> <li>• Admissions</li> <li>• Complaints</li> <li>• Staffing</li> </ul>	HT	

8.	<b>SBM – Updates</b> <ul style="list-style-type: none"> <li>• Summer Building programme updates</li> </ul>	CVS	
9.	<b>Governance</b> <ul style="list-style-type: none"> <li>• Review and approve SLT Structure.</li> <li>• Finalise monitoring areas (incl. sports premium and pupil premium) and review Governor monitoring schedule.</li> <li>• Approve and sign Code of Conduct/Standing Orders</li> <li>• Complete all relevant forms / declarations including Business Interest, Gifts and Hospitality and Self-declaration forms</li> <li>• Confirmation re: Safeguarding responsibilities (Child Protection: Keeping Children Safe in Education)</li> <li>• Confirm Statutory Governor Training</li> <li>• Review structure/size of FGB</li> <li>• Governance self-evaluation – Skills Audit report</li> <li>• Review and approve Scheme of Delegation</li> <li>• Review and approve Financial Delegation to the HT</li> <li>• Review and approve Agenda Cycle 25/26</li> <li>• Delegation of Central Record of Recruitment (SCR)</li> <li>• Determine membership of committees (<i>Complaints, Pupil Discipline, Staff Discipline, Staff Discipline Appeals and Headteacher’s Performance Management should be established/reviewed each year</i>)</li> </ul>	Chair	Code of Conduct Standing Orders Relevant Forms Scheme of Delegation Agenda Cycle 25/26
10.	<b>Policies for review and approval</b> All policies are on the School Bus for review and approval	HT	
11.	<b>Any other business</b>	Chair	
12.	<b>Key Dates for Governor Attendance.</b>  <b>Please note all FGB meetings to be held on Thursdays at 5.30 pm unless otherwise notified;</b> <ul style="list-style-type: none"> <li>➤ FGB 16<sup>th</sup> October</li> <li>➤ FGB 27<sup>th</sup> November</li> <li>➤ FGB 15<sup>th</sup> January 2026</li> <li>➤ FGB 26<sup>th</sup> February</li> <li>➤ FGB 26<sup>th</sup> March</li> <li>➤ FGB 7<sup>th</sup> May</li> <li>➤ FGB 2<sup>nd</sup> July</li> </ul>		

Please send any apologies and reason for absence to Carol Harris, Clerk to the Governing Body at [Carol.harris@northyorks.gov.uk](mailto:Carol.harris@northyorks.gov.uk)