



**WENSLEY FOLD CE PRIMARY ACADEMY**  
**GOVERNORS TEACHING & LEARNING COMMITTEE MEETING**  
 (incorporating Pupil Welfare)  
 Tuesday 14<sup>th</sup> November 2017 at 5.00pm

<b>Minute No.</b>	<b>Item</b>	<b>Person Responsible</b>	<b>Action to be taken</b>
TL/01	Apologies for Absence	Clerk	To note
TL/02	Appointment of Chair	Clerk	To take nominations
TL/03	Appointment of Vice Chair	Chair	To take nominations
TL/04	Agree Terms of Reference of T & L Committee (Page 61 – 62 Governors Handbook)	Chair	To Agree
TL/05	Declaration of interest	Clerk	To update
TL/06	Code of Conduct– Annual	Clerk	To sign and return to clerk
TL/07	Minutes of the last meeting 20/6/17	Chair	For information already approved by Governors
TL/08	Matters Arising from the Minutes	Chair	To respond
TL/09	Presentation Science	T. Doyle	To discuss
TL/10	Presentation - RE	F. Sidat	To discuss
TL/11	Presentation - Inclusion	K. Jack	To discuss
TL/12	Presentation - PE	S. Lloyd	To discuss
TL/13	Approve School Development Plan 17/18 ( <i>copy distributed to Govs on 28/9/17 meeting</i> )	Chair	To approve
TL//14	Review & Monitor Service Level Agreements <ul style="list-style-type: none"> <li>• Blackburn Diocese</li> <li>• Educational Psychology</li> <li>• Educational visits</li> <li>• French</li> <li>• Music Service</li> <li>• NQT Pool and quality assurance</li> <li>• School Admissions</li> <li>• School Appeals</li> <li>• School Games Organiser</li> <li>• School Swimming</li> </ul>	Headteacher	To review & monitor service provider

TL/15	Presentation & Analysis of SATs 2017	Headteacher	To discuss
TL/16	Review Pupil Attendance Targets	Headteacher	To review
TL/17	Bullying Incidents Racist Incidents	Headteacher	To report
TL/18	Safeguarding	Headteacher	To report
TL/19	Governor Training + Governor visits to school	Headteacher	To identify need
TL/20	School Direct	Assistant Headteacher	To update
TL/21	Any Other Business	Chair	To discuss and agree
TL/22	Date & Time of Next Meeting Tuesday 27.2.18	Clerk	To confirm

**PLEASE ENSURE YOU BRING YOUR COPY OF YOUR GOVERNORS HANDBOOK & SCHOOL DEVELOPMENT PLAN TO THE MEETING. THANK YOU.**