



CATHOLIC SIXTH FORM COLLEGE

ST FRANCIS XAVIER CATHOLIC SIXTH FORM COLLEGE

Meeting of the Full Governing Body

Monday 11th December 2023

6pm – 8.30pm

To be held in St Francis Xavier Catholic Sixth Form College

(refreshments from 5.30pm)

Agenda

College mission statement:

St Francis Xavier Sixth Form College is an inclusive educational community rooted in the Catholic faith, that has Christ at its centre. Our aim is to provide a broad curriculum which emphasises the pursuit of excellence and focuses on career preparation, leadership and service to others. We are committed to preparing the whole person to lead a life of purpose and success in a just and sustainable world.

March 2022

Governors:

Nader Sheta, Foundation Governor, Chair of Governors
Kate Bainbridge, Co-opted Governor
Michael Belfound, Foundation Governor, Vice Chair of Governors
Paul Barber, Foundation Governor
Dave Navarro, Foundation Governor
Somayina Ebele, Foundation Governor
Daniel James-Proffitt, Student Governor
Isabella McGhee, Student Governor
Sarah Medicoff, Foundation Governor
Keni Thomas, Foundation Governor
Graham Thompson, Principal
Aaron Takyi, Staff Governor (teaching)
Chukwuweta Uraih, Foundation Governor
Eve Preece, Staff Governor (non-teaching)
Virginie Ramond, Parent Governor

Invited to attend:

Ms Karen Foan, Associate Principal, Curriculum
Mr Ciaran Graham, Associate Principal, Ethos and Student Welfare
Paddy Rowe, former LA Governor
Ms Clare Baskott, Clerk to the Governors

		Appendix:
6pm	<ol style="list-style-type: none"> 1. OPENING PRAYER 2. APOLOGIES FOR ABSENCE: Virginie Ramond, Paul Barber and Aaron Takyi 3. INTRODUCTIONS / MEMBERSHIP OF THE GOVERNING BODY <ul style="list-style-type: none"> ● Student Governors: To be formally appointed for one year: Isabella McGhee and Daniel James-Proffitt 4. DECLARATION OF INTERESTS: <i>To comply with Article 14 of the Articles of Government (2015), the Clerk must maintain a register of the interests of governors. If not already done, please complete the declaration under your personal profile on GovernorHub prior to the meeting. Any interests should be disclosed before the meeting commences.</i> 5. ELIGIBILITY TO BE A GOVERNOR: <i>To comply with Instrument 6 of the Instrument of Government (2015) it is the responsibility of each Governor to notify the Clerk (or the Bishop for Foundation Governors) at any time during their period of office, if they have reason to believe that they are no longer eligible to continue as a Governor or Charity Trustees. If not already done, please complete the declaration on GovernorHub prior to the meeting.</i> 6. ELECTION OF VICE CHAIR OF GOVERNORS to take effect immediately with a two year term of office 7. MINUTES AND CONFIDENTIAL MINUTES OF THE MEETING HELD ON 4TH JULY 2023 8. MATTERS ARISING (other than those covered by agenda items): 9. REVIEW OF ACTIONS CARRIED FROM PREVIOUS MEETINGS: Covered in the agenda 10. INFORMATION / DATA / COMMUNICATED SINCE JULY 2023 MEETING: <ul style="list-style-type: none"> ● Ofsted inspection findings (24th November 2023) ● Monthly Management Accounts: July, August, September, October 2023 	<p data-bbox="1219 483 1358 517">Appendix:</p> <p data-bbox="1134 1509 1358 1543">Appendix Item 7</p>

	<ul style="list-style-type: none"> ● London Pension Fund Authority Report (as at 31/07/2023) ● Training/webinars (various dates) ● Annual declarations: Pecuniary and Business Interests, Keeping Children Safe in Education and Eligibility to be a Governor (via GovernorHub) ● Principal's Commentary on Results Awarded Summer 2023 - circulated 11/9/2023 ● Headline Results - circulated 24/8/2023 <p>11. CHAIRS ACTION: TBC</p>	
6:15pm	12. STUDENT GOVERNORS' REPORT	Verbal update
6:25pm	13. To receive an update on the OFSTED INSPECTION Graham Thompson – Principal and Karen Foan – Assistant Principal	Verbal update
6.45pm	14. PRINCIPAL'S REPORT TO GOVERNORS Graham Thompson - Principal to review the Executive Summary Governors are invited to submit questions on the report (via the Clerk) in advance of the meeting – by 10am on Monday 8th December 2023	Appendix 14
7:05pm	15. SAFEGUARDING, CATHOLIC INSPECTION and EDI: Ciaran Graham, Associate Principal, Ethos and Student Welfare 16. Annual Review of the Safeguarding Child Protection Policy 2023-24 17. Keeping Children Safe in Education (September 2023) and updates Governors to confirm that they have read and understood KCSiE 2023 via their personal declarations on GovernorHub 18. Safeguarding training update – Clerk	Appendix 16 Appendix 17 Appendix 18 Verbal update
7.20pm	SELF ASSESSMENT REPORT (SAR) for 2022-23 19. College SAR Executive Summary & QUIP – Karen Foan, Associate Principal 20. Quality Day (new date) 21. Governance Self-Assessment – verbal update	Appendix 20
7:35pm	22. ORAL REPORTS FROM GOVERNORS COMMITTEES:	

	<p>Minutes/draft minutes will be taken as read and the Chair's reports will focus on resolutions/approvals. The Audit committee and the F&R Committee will jointly propose that the audited Financial Statements and Post-Audit Management Report for the year ended 31st July 2023, as presented to the meeting of the FGB by the External Auditor on 14th November 2023, be approved and signed for filing with the ESFA and that the letter of representation be signed and sent to Buzzacott LLP (external auditors).</p> <p>24.1 Audit committee (met remotely on 14th November 2023): Draft minutes included in the papers for this meeting will be taken as read. Matters requiring decision / approval will be presented by the chair of the committee to include:</p> <ul style="list-style-type: none"> ● Annual Report 2022-23 from the Audit Committee to Governors. <p>24.2 Finance and Resources Committee (met remotely on 19th September 2023 and 14th November 2023): Draft minutes included in the papers for this meeting will be taken as read. Matters requiring decision/approval:</p> <ul style="list-style-type: none"> ● Health and Safety Policy ● Professor Keohane Memorial Fund ● TV Media, Broadcast and Production T Level course <p>24.3 Curriculum Standards & Quality Committee (met remotely on 10th October 2023): Draft minutes included in the papers for this meeting will be taken as read.</p> <p>24.4 Appeal Committee: has not met since previous FGB meeting</p> <p>24.5 Remuneration Committee has not met since previous FGB meeting. Chair of Governors to outline process of appraisal and remuneration of Senior Post Holders.</p> <p>24.6 Governance Committee (met remotely on 2nd November 2023) Matters requiring decision/approval: Add additional members to the Audit Committee</p>	<p>Appendix 24</p> <p>Appendix 24.1</p> <p>Appendix 24.1.2</p> <p>Appendix 24.2.1</p> <p>Appendix 24.2.2 Appendix 24.2.3 Verbal update</p> <p>Appendix 24.3</p> <p>Appendix 24.6</p>
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<p>8pm</p>	<p>GOVERNANCE:</p> <p>23. Academisation updates: Chair of Governors/Principal</p> <p>24. ONS Reclassification updates</p> <p>25. Safeguarding Responsibility to receive any report / update from the Safeguarding Link Governor: Kate Bainbridge</p> <p>26. Link Governor updates to include: Business</p> <p>27. Committees: to review membership (if applicable)</p> <p>28. Governor vacancies</p> <p>29. Tracking against Governance Improvement Plan</p> <p>30. Governor Training & Development Opportunities</p> <p>31. Governor Engagement: feedback from governors on attendance at / participation in meetings / conferences / online development</p> <p>32. Link Governor roles to be assigned to include: RE, Business and English</p> <p>33. Governance Review update</p>	
<p>8:20pm</p>	<p>34. Are Governor satisfied that all information received and all decision taken at this meeting have been centred on improving the experience and levels of achievement of student at St Francis Xavier College in a safe, healthy environment that embraces the Catholic ethos and missions and values of the college, the PREVENT Duty and promotes Equality, Diversity, Dignity and Inclusion?</p> <p>35. CHAIR’S CLOSING REMARKS:</p> <p>36. ANY OTHER BUSINESS: To note the end of term of office of Paddy Rowe, LA Governor</p> <p>37. CLOSE OF MEETING AND CLOSING PRAYER</p> <p>38. DATE OF NEXT MEETING: Tuesday 19th March 2024 at 6pm</p>	

	and Tuesday 2 nd July 2024 at 6pm	
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