

Meeting of the Full Governing Body

Tuesday 1st July 2025

6pm – 8.30pm

To be held in St Francis Xavier 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
Femi Adedeji, Parent Governor
Kate Bainbridge, Co-opted Governor
Feranmi Durojaye, Student Governor
Gabrielle Williams Hamer, Co-opted Governor
Patrick Kwong, Prospective Foundation Governor/Associate Member
Anna Mason, Staff Governor (support)
Sarah Medicoff, Foundation Governor
Mason Rhoomes, Student Governor
Keni Thomas, Foundation Governor (reappointment in progress)
Graham Thompson, Principal
Aaron Takyi, Staff Governor (teaching)
Chukwuweta Uraih, Foundation Governor

Invited to attend:

Clare Baskott, Clerk to the Governors
Elena Cirillo, Prospective Foundation Governor/Associate Member
Karen Foan, Associate Principal, Curriculum
Ciaran Graham, Associate Principal, Ethos and Student Welfare

Time	Item	Paper
6pm	1. Opening Prayer 2. Introduction/Membership of the Governing Body <ul style="list-style-type: none"> Welcome to Governors Welcome to Elena Cirillo, Prospective Foundation Governor/Associate Member 3. Apologies for absence: Aaron Takyi 4. Declarations of interest: Any interests in items of business should be disclosed before the meeting commences, please. 5. Minutes of the meeting held on 18th March 2024 6. Matters arising (other than covered by agenda items): 7. Information/Data communicated since the last meeting: <ul style="list-style-type: none"> Monthly Management Accounts & ESFA Dashboard report: March, April, May 2025 Maximilian Invitation to 40th Anniversary celebration: 10th July 2025 at 11am Governor courses/webinars Sixth Form College Association, Association of Colleges and Diocese 8. Chairs Actions: (if applicable)	Yes
6.15pm	9. Principal's Report to Governors – The Principal Governors are invited to submit questions on the report (via the Clerk) in advance of the meeting – by 2pm on Monday 30 th June	Yes
7.00pm	10. Student Governors' Report: Verbal report	
7.15pm	11. Safeguarding and Catholic Inspection: Ciaran Graham, Associate Principal, Ethos and Student Welfare	Yes
7.30pm	12. Oral Reports from Governing Body's Committees 12.1 Audit committee (held on Tuesday 6th May 2025): Draft s 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: <ul style="list-style-type: none"> Board Assurance Framework Whistleblowing Policy Anti Fraud Corruption Bribery Malpractice Policy 12.2 Finance and Resources Committee (held on 25th June 2025): Draft minutes included in the papers for this meeting will be taken	Yes Yes Yes

	<p>as read. Matters requiring decision / approval including the financial forecast will be presented by the chair of the committee, to include</p> <ul style="list-style-type: none"> • Updated College Financial Forecasting Return and 2025/56 budget • Financial Regulations • Travel and Subsistence Policy • Annual Health & Safety report • Treasury Management Policy • Senior Postholders Remuneration <p>12.3 Curriculum Standards & Quality Committee (held on 10th June 2025): Draft minutes included in the papers for this meeting will be taken as read.</p> <p>12.4 Appeal Committee: has not met since the previous FGB meeting</p> <p>12.5 Remuneration Committee (held on Tuesday 23rd June 2025) to note that the committee met on 23rd June, chaired by Gabrielle Williams Hamer, and received reports and performance reviews as required and has reported to Chair of F&RC for budget</p> <p>12.6 Governance Committee (held on 30th June 2025) Draft minutes included in the papers for this meeting will be taken as read.</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>No</p> <p>Yes</p> <p>No</p> <p>Yes</p>
7.50pm	<p>Governance:</p> <p>13.1 Academisation updates</p> <p>13.2 Link Governor updates including Safeguarding</p> <p>13.3 Committees and Link Governor: to review and agree membership for 2025/26 – appoint SEND Link Governor</p> <p>13.4 Governor vacancies update</p> <p>13.5 Tracking against Governance Improvement Plan</p> <p>13.6 Review the Governing Board’s Standing Orders and the Committee’s Terms of Reference (two-year review)</p> <p>13.7 Governor Training & Development Opportunities</p> <p>13.8 DfE updates to Articles of Association</p> <p>13.9 Governor Engagement: feedback from governors on attendance at / participation in meetings / conferences / online development</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>No</p>

	<p>13.10 To consider the appointment of Keni Thomas and Elena Cirilo as Associate Members for a one year term of office from 23.06.2025 to 22.06.2026.</p> <p>13.11 To note the end of term of office of Aaron Takyi as at 31.08.2025</p> <p>13.11 DBS checks for Governors policy and procedure</p>	
8.10pm	<p>14. Schedule of Dates and Business for 2025-26: to confirm dates and ratify the schedule of business.</p>	Yes
8.15pm	<p>15. 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>16. Identification of confidential items</p> <p>17. Chair's Closing Remarks</p> <p>18. Any other Business</p> <p>19. Close of meeting and closing prayer</p> <p>20. Dates of next meetings: Focus Morning: Saturday 11th October 2025 at 9:30am at the college FGB Tuesday 9th December 2025 at 6pm at the college</p>	