



GOVERNING BODY OF STEPHEN HAWKING PRIMARY SCHOOL

Brunton Place, London. E14 7LL; Tel: 020-7423-9848; Fax: 020-7423-9878

Governors are reminded that the next **Governing Body** meeting will be held on
Tuesday 5th December 2023 at 4pm at Stephen Hawking School, Brunton Place
For the transaction of business set out below.

Clerk to Governors
Salma Siddiqua
Email: salma.siddiqua@towerhamlets.gov.uk

AGENDA

Position	Name	Date of Appointment	End of Term of Office
LA Governor	Arrash Yassae*	17/06/2020	16/06/2024
Parent Governors	<i>Vacancy</i>		
	Tamanna Begum*	22/06/2021	21/06/2025
Staff Governor	Georgina Rahman*	07/12/2021	06/12/2025
Co-opted Governors	Claire Curtis (Vice Chair)	18/10/2022	17/10/2026
	Tara Haroon	22/06/2021	21/06/2025
	Roseyna Jahangir*	22/03/2022	21/03/2026
	Louise McLaughlin	22/06/2021	21/06/2025
	Susie Gilvin*	05/07/2017	04/07/2026
	<i>Vacancy</i>		
	<i>Vacancy</i>		
Executive Headteacher (Ex-officio)	Gail Weir		

Also invited: Sasha Sullivan (Head of School, Brunton Place), Sue Jeffery and Clerk

PART 1

Governing Body Organisation

1. Apologies and Declaration of Interests (*including potential conflict – financial or otherwise*)

2. Membership Updates and Governance Matters

- Update on parent governor and co-opted governor vacancies.

3. Minutes and Matters Arising

- Minutes of the FGB meeting – 17 October 2023
- Minutes of the Resources Committee – 9 May 2023

Main business and standing items

4. Headteacher's Report including updates on

- School Development Plan

5. Safeguarding Update

6. Chair's Urgent Action

7. Governors' Reports and Development

8. Policies

Reviewed by the Resources Committee and recommended for approval:

- Capability Policy
- Code of Conduct Policy
- Dignity at Work Policy and Procedure
- Health and Safety Policy
- Support Staff appraisal policy
- Finance Manual
- Whistleblowing Policy and Procedure
- Teachers Appraisal Policy

9. Any Urgent Business

10. Date of next meeting

Tuesday 19th March 2024.

11. Confidential Items

Confidential minutes of the last FGB meeting – 17 October 2023

