



WEST SUSSEX COUNTY COUNCIL

IMBERHORNE SCHOOL

Headteacher: Mr Matthew Whatford

Compassion

Achievement

Respect

Endeavour

*The cornerstones of our
learning community*

16th October 2025

Dear Governor

I have pleasure in inviting you to a Full Governors Meeting to be held on:

Wednesday 23rd October 2025 at 5.30 pm in the Conference Room, Imberhorne Lane.

If you are unable to attend the meeting, please inform me as soon as possible.

Yours sincerely
Viktoriia Kholod

AGENDA

1. Welcome

- o AY to welcome all, including the member of staff Liam Tighe (LTI) and newly elected parent governor Sandra Gore

2. Apologies

3. Declarations of Interest

- o Governors to declare any conflicts of interest

4. Urgent Matters

5. To approve minutes:

- o Full Governing Body Meeting held 17th September 2025

6. Chair's Actions

- o Chair to report any actions taken on GB's behalf

7. Safeguarding

- o LTI (DSL & AHT) to present
- o JM to provide update
- o Governors' training and reading of KCSiE

8. School Update

- o MWH to present Head's report
- o Approval of the Trips List 2025/2026
- o School uniform update

9. SIP Monitoring Update

- o Monitoring teams to provide brief reports as appropriate

10. Mid Sussex Federation Update

- o AY to report on the meeting of 8th October 2025

11. Finance Committee

- o JH to provide a report on the Finance Committee Meeting of 6th October 2025
- o GB to approve updated Terms of Reference

12. Premises / Health and Safety

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- PB to provide update

13. Policies

- FGB to approve:
 - School Uniform and Appearance Policy
 - Safeguarding & Child Protection Policy
 - Educational Visit Policy
 - SEND Policy
 - Diversity, Equity and Inclusion Policy, including equality objectives
 - Attendance Policy
 - Capability Policy
 - Behaviour for Learning Policy

14. Governors

- To note & discuss governor reports on:
 - School Visits (1)
 - Training (4)
- Parent Governor Election – AY to report on result
- Roles for 25/26
- Key topics for FGB meetings 25/26
- Terms of Office ending within 6 months:
None

15. Matters Arising

- DA prepares a condensed version of the Staff Survey results and action for sharing with staff.
- AY will ensure that GovernorHub is set up to record governors confirming that they have read Keeping Children Safe in Education (KCSIE).
- All governors are required to read the KCSIE document and confirm that by the next meeting.
- All governors must do some form of safeguarding training annually.
- Governors should email AY with specific ideas for potential topics.
- AY will present a plan to the next FGB.

16. Impact

- FGB consider what impact they have had on the students since the last meeting

17. Items to be added to the next Agenda

18. Summary of Actions Agreed

Next Meeting: 4th December 2025

Papers for the meeting on GovernorHub –

<https://app.governorhub.com/g/imberhorneschool/docs/68e8eb5be02f7bd26d2d7f7e>