



## **Board of Governors of the City of London Freemen's School**

**Date:** WEDNESDAY, 6 JUNE 2018

**Time:** 11.00 am

**Venue:** CITY OF LONDON FREEMEN'S SCHOOL, ASHTEAD PARK, SURREY,  
KT21 1ET

<b>Members:</b>	Deputy Roger Chadwick	Andrew McMillan
	Deputy Philip Woodhouse	Hugh Morris
	Stuart Fraser	Graham Packham
	Deputy John Bennett	Deputy Elizabeth Rogula
	Nicholas Goddard	Councillor Chris Townsend
	Brian Harris	Alderman Dame Fiona Woolf
	Michael Hudson	Gillian Yarrow
	Shravan Joshi	Deputy Clare James (Ex-Officio Member)
	Alderman Alastair King	Ian Seaton (Ex-Officio Member)
	Vivienne Littlechild	

**Enquiries:** Alistair MacLellan  
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**N.B. part of this meeting may be subject to audio-visual recording.**

**John Barradell  
Town Clerk and Chief Executive**

# **AGENDA**

## **Part 1 - Public Agenda**

1. **APOLOGIES**
2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
3. **ORDER OF THE COURT OF COMMON COUNCIL**  
To receive the Order of the Court of Common Council dated 19 April 2018 appointing the Board of Governors for the ensuing year.  
  
**For Information**  
(Pages 1 - 2)
4. **ELECTION OF CHAIRMAN**  
To elect a Chairman in line with Standing Order 29.  
  
**For Decision**
5. **ELECTION OF DEPUTY CHAIRMAN**  
To elect a Deputy Chairman in line with Standing Order 30.  
  
**For Decision**
6. **MINUTES - BOARD OF GOVERNORS**  
To agree the public minutes and non-public summary of the Board of Governors meeting held on 8 February 2018.  
  
**For Decision**  
(Pages 3 - 10)
7. **MINUTES - ACADEMIC AND PERSONNEL SUB-COMMITTEE**  
To receive the public minutes of the Academic and Personnel Sub-Committee meeting held on 24 April 2018.  
  
**For Information**  
(Pages 11 - 14)
8. **MINUTES - FINANCE, GENERAL PURPOSES AND ESTATES SUB-COMMITTEE**  
To receive the public minutes of the Finance, General Purposes and Estates Sub-Committee meeting held on 24 April 2018.  
  
**For Information**  
(Pages 15 - 18)

9. **APPOINTMENT OF SUB-COMMITTEES, FOCUS GROUPS AND NAMED GOVERNORS 2018/19**  
Report of the Town Clerk.

**For Decision**  
(Pages 19 - 26)

10. **STRATEGIC INTENT UPDATE AND PROGRESS**  
Report of the Headmaster.

*Appendix to be circulated separately in A3 hardcopy.*

**For Information**  
(Pages 27 - 28)

11. **DATA PROTECTION/GENERAL DATA PROTECTION REGULATION - UPDATE**  
Report of the Headmaster.

**For Information**  
(Pages 29 - 38)

12. **ANNUAL SAFEGUARDING REPORT**  
Report of the Deputy Head.

**For Information**  
(Pages 39 - 44)

13. **HR UPDATE - GENDER PAY GAP, DATA PROTECTION POLICY EMPLOYEES AND PEOPLE SECURITY POLICY**  
Report of the Director of Human Resources.

**For Information**  
(Pages 45 - 72)

14. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**

15. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

16. **EXCLUSION OF THE PUBLIC**

MOTION - That under Section 100A (4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.

**For Decision**

## **Part 2 - Non-Public Agenda**

17. **NON-PUBLIC MINUTES - BOARD OF GOVERNORS**

To agree the non-public minutes of the Board of Governors meeting held on 8 February 2018.

**For Decision**  
(Pages 73 - 82)

18. **NON-PUBLIC MINUTES - ACADEMIC AND PERSONNEL SUB-COMMITTEE**

To receive the non-public minutes of the Academic and Personnel Sub-Committee meeting held on 24 April 2018.

**For Information**  
(Pages 83 - 88)

19. **NON-PUBLIC MINUTES - FINANCE, GENERAL PURPOSES AND ESTATES SUB-COMMITTEE**

To receive the non-public minutes of the Finance, General Purposes and Estates Sub-Committee meeting held on 24 April 2018.

**For Information**  
(Pages 89 - 90)

20. **HEALTH AND SAFETY**

Report of the Headmaster.

**For Decision**  
(Pages 91 - 106)

21. **RISK REGISTER**

Report of the Headmaster.

**For Information**  
(Pages 107 - 116)

22. **INTERNAL AUDIT REPORTS 2017/18**

Report of the Headmaster.

**For Information**  
(Pages 117 - 148)

23. **OLD FREEMEN'S ASSOCIATION - ANNUAL SUBSCRIPTION**

Report of the Headmaster.

**For Decision**  
(Pages 149 - 152)

24. **HEADMASTER'S SAFEGUARDING REPORT**

Report of the Headmaster.

**For Information**  
(Pages 153 - 154)

25. **HEADMASTER'S REPORT**

Report of the Headmaster.

**For Decision**  
(Pages 155 - 160)

a) Appendix 1 - School Roll and Vacancies (Pages 161 - 162)

b) Appendix 2 - Staff Leavers & Joiners (Pages 163 - 164)

c) Appendix 3 - Recent and Forthcoming Events (Pages 165 - 170)

d) Appendix 4 - Policies: Curriculum, Boarding, Behaviour and Complaints, List of Policies and Glossary of Educational Terms (Pages 171 - 200)

26. **HEADMASTER'S REPORT ON ISI INSPECTION**

Report of the Headmaster.

**For Information**  
(Pages 201 - 210)

27. **HEAD OF JUNIOR SCHOOL REPORT**

Report of the Head of the Junior School.

**For Information**  
(Pages 211 - 216)

28. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**

29. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE BOARD AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

**Confidential – Circulated Separately**

30. **TEACHERS' PAY PANEL 2018/19**

Report of the Director of Human Resources.

**For Information**

31. **ATL RECOGNITION AGREEMENT**

Report of the Director of Human Resources.

**For Information**