

Dates of Meetings and the Strategic Plan – 2022/2023

Note: This is a suggested governance strategic plan and is designed to be used as a guide. It should be tailored by the governing board to suit the individual school circumstances. It will be used in conjunction with the agendas provided by the school's Governance Professional.

MEETING	AUTUMN 2022	SPRING 2023	SUMMER 2023
Full Governing Board	<p>Date:</p> <ol style="list-style-type: none"> 1. Election of Chair 2. Election of Vice-Chair 3. Delegation to Committees/Headteacher 4. Governor Business Interest Forms, Governor Code of Conduct, Section 128 check, confirmation of Companies House check 5. Headteacher's Performance Management arrangements 6. Staff performance management 7. Pay Committee report 8. Annual Safeguarding and CIOC report 9. SEND Information report 10. Safeguarding Policy Update (in line with KCSIE) 11. Annual confirmation that staff have signed the Staff Code of Conduct 12. Governors skills audit 13. Financial skills audit 14. Confirmation of Governors responsible for: 	<p>Date:</p> <ol style="list-style-type: none"> 1. Budget – outturn position 2. Update on performance management across all staff (mid-term) 3. Quality of Education 4. SDP / SEF update 5. Data – update on progress and attainment including vulnerable groups 6. SFVS 	<p>Date:</p> <ol style="list-style-type: none"> 1. Pupil Voice including Pupil Council 2. SDP / SEF update 3. Staff for next academic year including Leadership Structure 4. Vulnerable groups/tracking 5. Data – update on progress and attainment including vulnerable groups 6. Report on Teaching & Learning including successes and challenges 7. Quality of Education 8. GDPR Annual Report 9. Risk Register – annual review

	<ul style="list-style-type: none"> - SEND - Children in our Care - Safeguarding - Pupil Premium <p>15. SDP and SEF update 16. Assessment data – update report 17. Pupil Premium – annual report 18. Sports Premium – annual report 19. POLICIES – SEE END OF DOCUMENT 20. To confirm adoption of all RBG HR Policies .</p>		
Learning & Achievement	<p>Date:</p> <ol style="list-style-type: none"> 1. Election of chair 2. Terms of Reference 3. Inclusion report to include attendance, suspensions, pupil personal development, wellbeing, and behaviour 4. Assessment / outcomes 5. Quality of Education – including SEND and Pupil Premium 6. IP reports 7. Confirmation that Local Offer of SEND appears on the school website 	<p>Date:</p> <ol style="list-style-type: none"> 1. Inclusion report to include attendance, suspensions, pupil personal development, wellbeing, and behaviour 2. Quality of Education – including SEND and Pupil Premium 3. Predictions for 2022/23 4. Progress and achievement across all year groups 5. Pupil Premium- review progress 6. Sports Premium (primary only) – review progress 7. SDP and SEF update 8. IP reports 	<p>Date:</p> <ol style="list-style-type: none"> 1. Inclusion report to include attendance, suspensions, pupil personal development, wellbeing, and behaviour 2. Quality of Education – including SEND and Pupil Premium 3. Predictions (for EYFS, KS1 /KS2 / KS4 / KS5) 4. Progress across the school – in particular the vulnerable groups. 5. Pupil Premium – update against plan 6. Sports Premium (primary only) – update against plan 7. SIP and SEF review 8. IP reports
Finance & Personnel Committee	<p>Date:</p> <ol style="list-style-type: none"> 1. Election of Chair 2. Terms of Reference 	<p>Date:</p> <ol style="list-style-type: none"> 1. New Budget – to consider the priorities in the SDP and include 	<p>Date:</p> <ol style="list-style-type: none"> 1. Budget monitoring report 2. Building/Capital works

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	<ol style="list-style-type: none"> 3. Budget monitoring 4. SDP and SEF costs 5. Pupil premium – to approve funding 6. Sports Premium – to approve funding 7. Emergency Planning Document (DFE) 8. Annual Review of Financial Procedures and Scheme of Delegation 9. Staff wellbeing including sickness absence 10. Staff CPD – including Early Career Teachers 11. Single Central Register checked 	<p>possible staff progression</p> <ol style="list-style-type: none"> 2. Financial Benchmarking 3. Staff wellbeing including sickness absence 4. CPD impact on teacher performance 5. Management report on UPS/TLR impact 6. Single Central Register checked 	<ol style="list-style-type: none"> 3. SDP priorities – costs 4. Staff wellbeing including sickness absence 5. Staff CPD – including Early Career Teachers 6. Single Central Register checked 7. School Fund Audit Report
Premises and Health and Safety Committee	Date: <ol style="list-style-type: none"> 1. Election of Chair 2. Terms of Reference 3. Premises report 4. Budget implications 5. Health and safety report 	Date: <ol style="list-style-type: none"> 1. Premises report 2. Budget implications 3. Health and safety report 4. Report on the First Aid and Accident Book 	Date: <ol style="list-style-type: none"> 1. Premises report 2. Budget implications 3. Health and safety report 4. Asset Register annual report
Deficit Recovery Committee	(If the school has a DRC): Membership, Dates Autumn Term Actions: Elect Committee Chair, review ToR for recommendation to the board.		
Headteacher Performance Management	Meeting Dates:		
Pay Committee	Meeting Dates:		

Committee Name	Committee Membership (Governors Names)
Learning & Achievement Committee	

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Finance & Personnel Committee	
Premises & Health and Safety Committee	
Pay Committee	
Pay Appeals Committee	
Headteacher's Performance Review Group	

Link Governor Name	Curriculum / School Development Plan Area	Date of School visit

Governor Training Plan:

Training Need	Training Plan
e.g., Governor Induction	

Policy Approval:

Governing Board's Policy Cycle	
Autumn Term FGB	<ul style="list-style-type: none"> • SEND • Safeguarding – e-safety/prevent/child exploitation • Behaviour statement • Early Careers teacher • Teacher appraisal and pay • Admissions
<p>The following policies need to be considered – Data Protection, Accessibility (every 3 years), charging and remissions, - governors need to decide which committee would be responsible and when it will appear on the agenda.</p> <p>School Policies - This is specific to each school and to be completed at the meeting with the clerk/chair and head</p>	

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<https://www.gov.uk/government/publications/statutory-policies-for-schools-and-academy-trusts/statutory-policies-for-schools-and-academy-trusts>

Autumn Term Committee	
Spring Term Committee	
Summer Term Committee	