

Governors' Meeting Schedule & Business Plan 2019/2020

Autumn Term		Spring Term		Summer Term	
2 Sept - 25 Oct 2019	4 Nov - 20 Dec 2019	6 Jan - 14 Feb 2020	24 Feb - 3 April 2020	20 Apr - 22 May 2020	1 Jun - 21 Jul 2020
Meeting 1 - 17th September (R & R Focus) Elect Chair & Vice Chair Register of Business Interest Approve minutes of previous meeting/Matters arising Assign Governor Roles & Responsibilities Agree Policy Review Schedule Schedule of Financial Delegation Policy Review Approve hire rates/Report on self-generated income 2018\19 Annual Pupil Premium Report Annual PE & Sport Grant Report Annual Safeguarding/CLA Report SEND Information Report Head's Report including review of 2018/19 outcomes and 2019/20 key issues Safeguarding issues Confirm dates of meetings		Meeting 4 - 4th February (Resources Focus) Approve minutes of previous meeting/Matters arising Budget Review Report on Fund Account Approve SFVS Return Review Annual Benchmarking data Policy Review Head's Report inc building works/H&S/staffing update Governors' Classroom Visits Safeguarding issues		Meeting 6 - 5th May (Budget Meeting) Approve minutes of previous meeting/Matters arising Year-end financial outturn Agree budget for forthcoming year Policy review SIP Review Head's Report inc building works/H&S/staffing update Governors' Classroom Visits Safeguarding issues	
Meeting 2 - 5th November (Resources Focus) Approve minutes of previous meeting/Matters arising Budget Review Report on Fund Account Review list of contractual & leasing arrangements Policy review Head's Report inc building works/H&S/staffing update Governors' Classroom Visits Safeguarding issues <i>Staff Performance – Confidential</i>		Meeting 5 - 24th March (T&L Focus) Approve minutes of previous meeting/Matters arising Review Holywell Dashboard HIP's Report SIP Review Policy Review Head's Report inc building works/H&S/staffing update Governors' Classroom Visits Safeguarding issues <i>Staff Performance – Confidential</i>		Meeting 7 - 9th June (Resources Focus) Approve minutes of previous meeting/Matters arising Budget Review Report on Fund Account Policy Review Head's Report inc building works/H&S/staffing update Governors' Classroom Visits Safeguarding issues <i>Staff Performance – Confidential</i>	
Meeting 3 - 17th December (T&L Focus) Approve minutes of previous meeting/Matters arising Review Holywell Dashboard Review APS (Analyse School Performance) HIP's Report SIP Review Policy Review Head's Report inc building works/H&S/staffing update Governors' Classroom Visits Safeguarding issues <i>Report on Headteacher's PM and salary review – Confidential</i>				Meeting 8 - 14th July (T&L Focus) Approve minutes of previous meeting/Matters arising Review Holywell Dashboard Annual Equality Objectives Report Review published equality information Annual Accessibility Plan Report Annual SEND Report Annual report on Charging & Remissions Policy Annual Report on Sex & Relationships Education (inc review of policy) HIP's Report SIP review Policy Review Annual Report to Parents Head's Report inc building works/H&S/staffing update Governors' Classroom Visits Safeguarding issues	