

Governance Planner 2024-25

	LGB 1 – Standards, curriculum update & final data update & Christian ethos	LGB 2 - Community, attendance, safeguarding & finance	LGB1 Standards & Quality of Education updates & Christian ethos	LGB2 Community, attendance & safeguarding & finance	LGB1 Standards, curriculum, review SDP & Christian ethos	LGB2 Community, finance, attendance & wellbeing
F O C U S	<ol style="list-style-type: none"> 1. Welcome (Clerk) 2. Appointment of Chair and VC 3. Apologies for absence 4. Declarations of interest 5. Declarations of AOB 6. Minutes/matters arising 7. Receive & note Terms of Reference and Scheme of Delegation. Review and approve the Code of Conduct 8. Board vacancies/agree Pay and HTPM committee membership/appoint link governors for Safeguarding, SEND, PP & LAC 9. School Development Plan (approval) 10. Curriculum plans for the term/year 11. Final data update (validated) 12. Christian ethos/SIAMS 13. Agree timetable for Governor visits & identify governor training needs by review of most recent skills audit 14. MAT correspondence 15. Adopt CDAT policies, plans and documents; note Trust policy schedule. Review/approval of school-produced policies as per policy schedule 16. AOB 17. Date of next meeting 18. Confidential matters 	<ol style="list-style-type: none"> 1. Welcome & Apologies 2. Declarations of interest 3. Declarations of AOB 4. Minutes/matters arising 5. Head’s report inc. census update 6. Attendance 7. Pupil & Staff wellbeing 8. Safeguarding update, SCR Tracker overview. Note overdue Training log from Smart Log 9. SEND update 10. Community links 11. Finance – headlines & management reports 12. Data breaches 13. Governor visits reports & training undertaken 14. Governance matters 15. H&S update 16. Policy review/approval 17. AOB 18. Date of next meeting 19. Confidential matters 	<ol style="list-style-type: none"> 1. Welcome & Apologies 2. Declarations of interest 3. Declarations of AOB 4. Minutes/matters arising 5. Data dashboard 6. Quality of education including <ul style="list-style-type: none"> - Review of SDP against targets - Receive the SEF - Internal monitoring update 7. Attendance 8. Christian Ethos & SIAMs 9. Confirm Pay committee has met re teachers/SLT/Head’s pay 10. MAT correspondence 11. Policy review/approval 12. AOB 13. Date of next meeting 14. Confidential matters 	<ol style="list-style-type: none"> 1. Welcome & Apologies 2. Declarations of interest 3. Declarations of AOB 4. Minutes/matters arising 5. Head’s report inc. census update 6. Finance – headlines, management reports 7. Cyber security 8. Governor visits reports & training undertaken 9. Governance matters 10. Community links 11. Attendance 12. Pupil & Staff wellbeing 13. SEND update 14. Safeguarding update, SCR Tracker overview. Note overdue Training log from Smart log 15. Data breaches 16. Policy review/approval 17. Annual Health & safety premises update 18. Successes and celebrations 19. AOB 20. Date of next meeting 21. Confidential matters 	<ol style="list-style-type: none"> 1. Welcome & Apologies 2. Declarations of interest 3. Declarations of AOB 4. Minutes/matters arising 5. Data dashboard 6. Review impact of SDP/SEF in preparation for new academic year 7. Attendance 8. Consider Admissions policy and identify any amendments for Sept 27 admissions 9. Christian ethos & SIAMS 10. Transition for year groups & SATs arrangements 11. Data breaches 12. Risk management 13. Policy review/approval 14. AOB 15. Date of next meeting 16. Confidential matters 	<ol style="list-style-type: none"> 1. Welcome & Apologies 2. Declarations of interest 3. Declarations of AOB 4. Minutes/matters arising 5. Head’s report 6. Attendance 7. Community links 8. SEND update 9. Finance – headlines, management reports & final budget to CDAT 10. Governor visit reports & training undertaken 11. Staff/pupil wellbeing report 12. Safeguarding update, SCR Tracker overview. Note overdue Training log from Smart log 13. Staffing structure approval 24-25 14. Governance matters inc. invitation for governors to nominate chair/vice-chair for next year 15. MAT correspondence 16. Data breaches 17. Policy review/approval 18. Successes & celebrations 19. AOB 20. Agree dates for 2024-25 21. Confidential matters