

**GOVERNOR CYCLE OF BUSINESS 2018/19**

	<b>Committee</b>	<b>Procedure</b>	<b>Policy ratification</b>	<b>School Development Plan (SDP)</b>	<b>Other agenda items</b>
<b>TERM 1 1st HALF</b>	<b>Standards</b> 4 October 7.15pm  <b>Park Site</b>	Elect officers Agree terms of reference	Exclusion	Final draft Academy Improvement Plan (AIP) Pupil premium Attendance	Review of school assessment and progress data Teaching and Learning item/s Curriculum item/s
	<b>Resources</b> 4 October 6pm  <b>Park Site</b>	Elect officers Agree terms of reference	Appraisal Pay Charging and Remissions Review TOR Review Scheme of delegation	Premises Audit/Management including Library?	Staffing Premises update Budget agreement Appraisal outcomes and pay decisions
<b>2nd HALF</b>	<b>FGB</b> 18 October 6.30pm  <b>Park Site</b>	Elect officers Agree terms of reference Complete register of business interests Agree Governor code of conduct  Receive committee reports Receive link Governor reports Website compliance	Safeguarding and Child Protection	AIP – autumn priorities Self-evaluation summary review Share priorities  Quality of Leadership and Management	Executive Headteacher report Governor Monitoring Visits Diversity Awareness School Travel Plan
	<b>Standards</b>  29 November 7.15pm <b>Hill Site</b>	Receive link governor reports	SEND Behaviour Policy	SDP Progress Report: Reading	Review school assessment data Agree targets Teaching and Learning item/s Curriculum item/s Science Focus

	<p><b>Resources</b> 29 November 6pm</p> <p><b>Hill Site</b></p>	Receive link governor reports	Health and safety Lettings/Charging Accessibility Whistleblowing		<p>Staffing – 52 week contracts Staff recruitment Premises update Review and prepare asset management plan Receive pay committee report Budget monitoring Health and safety audits</p>
	<p><b>FGB</b> 13 December 6.30pm</p> <p><b>Hill Site</b></p>	<p>Governor Skills Analysis Governing Body Review</p> <p>Receive committee reports</p>		<p>Governor monitoring report SDP: Progress Report Associate Learning Partner Report</p>	<p>Executive Headteacher report Ratification of Audited year end accounts</p>
<b>TERM 2 1st HALF</b>	<b>Committee</b>	<b>Procedure</b>	<b>Policy ratification</b>	<b>School Development Plan (SDP)</b>	<b>Other agenda items</b>
	<p><b>Standards</b> 24 January 7.15pm</p> <p><b>Park Site</b></p>	Receive link governor reports	Pupil Premium	<p>AIP – Autumn priority review AIP – Spring priorities Autumn pupil progress data</p> <p>SDP Progress Report: Pupil Premium Quality of teaching and learning</p>	<p>Review data and progress against targets Teaching and Learning item/s</p>
	<p><b>Resources</b> 24 January 6pm</p> <p><b>Park Site</b></p>	Receive link governor reports including Health and Safety	Data Protection FOI Publication Scheme		<p>Staffing and structure Staff recruitment Premises update Budget monitoring Catering Update</p>
	<b>FGB</b>	Receive committee reports		AIP progress update	Executive headteacher report

<b>2nd HALF</b>	7 February 6.30pm <b>Park Site</b>	Receive link reports Governor Development/Training Plan		Governor monitoring report	
	<b>Standards</b> 7 March 7.15pm <b>Hill Site</b>	Receive link governor reports	Sex education	Progress Report: Outcomes SDP	Review data and progress against targets Teaching and Learning item/s Curriculum item/s MFL Focus
	<b>Resources</b> 7 March 6pm <b>Hill Site</b>	Receive link governor reports Receive audit report		Progress Report: Recruitment SDP	Staffing Staff recruitment Premises update Budget monitoring Ratification of Capital Easter/May works
	<b>FGB</b> 28 March 6.30pm <b>Hill Site</b>	Receive committee reports		Governor monitoring report  Progress Report: Quality of Leadership and Management	Executive Headteacher report Agree term dates and INSET days for 2018-19
<b>TERM 3 1st HALF</b>	<b>Standards</b> 9 May 7.15pm <b>Park Site</b>	Receive link governor reports	Equality duty	AIP – Spring priority review AIP – Summer priorities Spring pupil progress data  Progress Report: Outcomes SDP Pupil Premium  Progress Report: Quality of Teaching, Learning and Assessment	Review data and progress against targets Teaching and Learning item/s Curriculum item/s
	<b>Resources</b>	Receive link governor reports			Staffing

<b>2nd HALF</b>	9 May 6pm <b>Park Site</b>				Staff recruitment Premises update Budget monitoring Ratification of Capital summer works
	<b>FGB</b> 16 May 6.30pm <b>Park Site</b>	Receive committee reports Agree 2019-20 meeting schedule Review Mission Statement Teaching and Learning Review Draft Annual Governance Statement Review GB Succession Plan		Governor monitoring report  Begin self-evaluation process in preparation for 2018/19 SES (Self-Evaluation Summary)  2019-20 Draft SDP priorities	Executive Headteacher report
	<b>Standards</b> 13 June 7.15pm <b>Hill Site</b>	Receive link governor reports	Complaints	SDP Progress Report: Reading Pupil Premium  SDP Progress Report: Quality of Teaching, Learning and Assessment	Teaching and Learning item/s Curriculum item/s Art Focus
	<b>Resources</b>  13 June 6pm <b>Hill Site</b>	Receive link governor reports	Governor allowances		Staffing structure presentation Staff recruitment Premises update Budget setting
	<b>FGB</b> 27 June 6.30pm <b>Hill Site</b>	Governor skills audit Receive committee reports Ratify budget		AIP – Summer priority review AIP – 2019-20 priorities Summer pupil progress data Key Stage Results – if available  Governor monitoring report SES 2019-20 SDP 2019-20	Executive Headteacher report Statutory testing data summary Ratification of staffing structure Ratification of new budget

