



Carr Hill Governor Work Plan 2017/18

Autumn Term 2017			
Type of Governors Meeting	Date	Area of Focus	Lead
Curriculum Meeting	27 th Sept 4:00pm (Wednesday)	<ul style="list-style-type: none"> • Review of policies and procedures that will need updating for the year, including the school website. • Data (KS1/2) to ascertain risk in relation to attainment and progress data including RAISE Online • Understand how assessment is used to underpin the curriculum, to inform teaching and learning and to inform pupil progress 	Sub-Group Chair (LS)
Un clerked full governors Meeting	17th Oct 2017 4:00-6:00pm	<ul style="list-style-type: none"> • Looking at SEN data across the school linked to teaching, learning, assessment and progression for these pupils-understanding how the work we do helps to close the gap on progress and attainment • Pupils and parents views 	Chair (JP); Exec HT(CK)
Finance & Staffing Meeting	11 th October 2017 4:00-6:00pm	<ul style="list-style-type: none"> • Pupil Premium - in depth look at the use of funding, linked with progression and understanding how funding helps to close the gap on progress and attainment. • Staffing update (including HT/DHT/Teacher Performance Management; Teacher Salary Assessment Statements) • 2016/17 Budget update • Policy updates – Pay Policy, Appraisal Policy, Business Continuity Plan, Governor’s Financial Responsibilities Matrix, Self-Assessment Questionnaire, • Single Central Record Monitoring • Register of Pecuniary Interests 	Sub-Group Chair (AB); Exec HT (CK); Business Manager (MC)
Safeguarding Committee	7 th Nov 2017 4:00pm	<ul style="list-style-type: none"> • Safeguarding policy • Training • Governor walks • Terms of reference 	Safeguarding governor (TN) Exec HT(CK), Exec DHT (PH),
Clerked full governors Meeting	7th Dec 2017 4:00-6:00pm	<ul style="list-style-type: none"> • Standing items 	Chair (JP); Exec HT (CK)
Curriculum Meeting	Wed 15 th November 2017 4:00pm		Subgroup Chair (LS)
Governor visits to school	TBA	<ul style="list-style-type: none"> • Understanding work scrutinies • Marking and feedback • Differentiation • Personal development, behaviour and welfare 	TBA
Health & Safety Meeting	20th September 2017 10:00 am (Wednesday)	<ul style="list-style-type: none"> • H & S Records and Logs – check • H & S Tour by Senior Managers 	Sub-Group Chair (RB); Deputy Exec HT (PH);



Carr Hill Governor Work Plan 2017/18

Spring Term 2018			
Type of Governors Meeting	Date	Area of Focus	Lead
Curriculum Meeting	7 th March 4:00 (Wednesday) 4:00pm	<ul style="list-style-type: none"> • Continue to review polices linked with the curriculum (if needs be) • Input on specific areas e.g. English, maths, SEN from school leads (AHT) linked to teaching, learning, assessment and progression for these pupils 	Sub-Group Chair (LS); Business Manager(MC); AHT; Curriculum Leads
Un clerked full governors Meeting	8th Feb 2018 4:006:00pm	<ul style="list-style-type: none"> • Academisation • Strategy and vision for Carr Hill 	Chair(JP); Exec HT(CK)
Finance & Staffing Meeting	21 st Feb 2018 4:00-6:00	<ul style="list-style-type: none"> • 2016/17 Budget update • 2017/18 Budget Plan and Multi-Year Projection (including SLA Buy Back) • Staffing Update • Policy Updates – Budget Management Policy, Statement of Internal Control, Lettings Policy, Governor Allowances & Expenses Policy. • Schools Financial Value Standard (SFVS). • Benchmarking Data • Best Value – examples • Teacher Absence Insurance Renewal • Single Central Register Monitoring • Register of Pecuniary Interests 	Sub-Group Chair(AB); Exec HT (CK); Business Manager(MC)
Safeguarding Committee	27 th Feb 2018 4:00pm	<ul style="list-style-type: none"> • Safeguarding policy • Training • Governor walks • Terms of reference 	Safeguarding governor (TN) Exec HT(CK), Exec DHT (PH),
Clerked full governors Meeting	22nd March 4:006:00pm	<ul style="list-style-type: none"> • Standing items 	Chair(JP); Exec HT(CK)
Governor visits to school		<ul style="list-style-type: none"> • Understanding work scrutinies • Marking and feedback • Differentiation • Personal development, behaviour and welfare 	TBA-depending on focus
Health & Safety Meeting	17 th Jan 2018 10:00 am	<ul style="list-style-type: none"> • H & S Records and Logs – check • H & S Tour by Senior Managers • H & S Annual Performance Report (HS39) 	Sub-Group Chair (RB); Deputy Exec HT (PH); Business Manager(MC)



Carr Hill Governor Work Plan 2017/18

Summer Term 2018			
Type of Governors Meeting	Date	Area of Focus	Lead
Curriculum Meeting	20 th June 4:00pm	<ul style="list-style-type: none"> Input on specific areas e.g. English, maths, SEN from school leads (AHT) linked to teaching, learning, assessment and progression for these pupils 	Sub-Group Chair (LS); AHT; Curriculum Leads
Un clerked full governors Meeting	24th May 4:00-6:00pm	<ul style="list-style-type: none"> Safeguarding across the school 	Chair (JP); Exec HT (CK); Safeguarding Governor (TN)
Finance & Staffing Meeting	16 th May 2018 4:00-6:00	<ul style="list-style-type: none"> 2016/17 Year End Budget Report 2017/18 Budget Update Staffing Update (including 2017/18 Staffing Plan) School Fund Audit 2016/17 Surplus Carry Forward distribution Single Central Record Monitoring Register of Pecuniary Interests 	Chair (AB); Exec HT(CK); Business Manager (MC)
Safeguarding Committee	26 th June 2018 4:00pm	<ul style="list-style-type: none"> Safeguarding policy Training Governor walks Terms of reference 	Safeguarding governor (TN) Exec HT(CK), Exec DHT (PH),
Clerked full governors Meeting	12th July 4:00-6:00pm	<ul style="list-style-type: none"> Standing items 	Chair (JP); Exec HT(CK)
Governor visits to school		<ul style="list-style-type: none"> Safeguarding Health and safety 	TBA-depending on focus
Health & Safety Meeting	25 th April 2018 10:00am	<ul style="list-style-type: none"> H & S Records and Logs – check H & S Tour by Senior Managers 	Sub-Group Chair (RB); Deputy Exec HT (PH); Business Manager(MC)