

Cubbington C of E Primary School
Governing Body Annual Plan of Business 2015/16

	Autumn Term		Spring Term		Summer Term	
	Half term 1	Half term 2	Half term 1	Half term 2	Half term 1	Half term 2
Full Governing Body		Review Terms of Ref. Register of Bus. Interests Terms of Office / Contact Details Code of Conduct Review SEND Report Pay Committee Report		Safeguarding Report Website compliance review		Meeting dates SATS results (overview) Pay Committee Report Annual Review of Governor Training Elections (FGB Chair/Vice Chair/ Committee Chair) Link Governor Roles
Performance & Standards	Election of Vice Chair Review Terms of Ref. Review full year data Review Improvement Plan (Governor monitoring & evidence)		Sports Funding impact RAISE Online Governor Open Week Plan		Pupil Premium impact Quality of Teaching / Moderation review	
Resources		Election of Vice Chair Review Terms of Ref. Capital Spending Plan Staff Development Planning Head's Performance Review (report)		Budget setting School Financial Values Statement (SFVS)		Health and Safety Report
Pay Committee	Review Terms of Ref. Review Pay Policy Review Teacher Performance Outcomes				Interim report on Teacher Performance Outcomes	

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Meeting Schedule / Sequence (dependent on Term dates)

Half terms	Approximate Date	Committee Meeting
Autumn 1	Early September (first two weeks of term)	FGB - Strategic Planning and Review
	Early October	Performance and Standards
	Late October	Pay Committee
Autumn 2	Mid-November	Resources
	Early December	Full Governing Body
Spring 1	Late January	Performance and Standards
Spring 2	Early March	Resources
	Late March	Full Governing Body
Summer 1	Early May	Performance and Standards
Summer 2	Mid June	Resources
	Late June	Pay Committee
	Mid July	Full Governing Body

Committee	Standing Items for Agenda
Full Governing Body	Committee Reports Policy Review (ref. Policy Review Schedule) Governor Training Headteacher's Report Patch Report
Performance & Standards	Review of School Improvement Plan Review of Pupil Progress and Attainment Policy Review (ref. Policy Review Schedule)
Resources	Financial Report Buildings and Premises Staffing issues Policy Review (ref. Policy Review Schedule)

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Proposal – Full Governing Body Strategic Planning and Review meeting

The working party recommends holding a Strategic Planning and Review meeting as the initial meeting of the FGB each year at the beginning of September.

This meeting would consider the following issues:

- Review of School Evaluation / School Improvement Plan from previous academic year
- Identify targets and priorities for the coming academic year
- Review School ethos and aims
- Consider stakeholder engagement
- Review School Governance processes
- Consider long-term planning

The meeting would be open to all Governors but must be attended by the Chairs of the FGB, P&S and Resources and the Headteacher. It may be possible for key proposals to be identified in advance.

This meeting is intended to be distinct from the FGB as it will not consider any of the standing items (e.g. policy review, Head's Report). Instead, the meeting will be an opportunity to reflect on issues from the previous year and consider what plans are in place for the coming year.