

THE CORBET SCHOOL GOVERNING BODY MEETINGS FOR 2018-2019

DATE	Committee	SPECIAL TASKS
2018		
SEPTEMBER		
<i>Mon 3rd</i>	<i>P.D. Day 1</i>	
<i>Tues 4th</i>	<i>AUTUMN TERM</i>	
Mon 10th	Pupil Welfare	
Mon 17th	Curriculum	Early consideration of 2018 GCSE results 2018-19 Curriculum Plan and Staffing. Visit PHSE
Thurs, 20th	Marketing	Final planning Oct Open Day (Election & TOR)
Mon 24th	HPRC	Target setting
OCTOBER		
Mon 1st	Staffing & Personnel	Review Pay Policies
Mon 8th	Finance & Premises	Financial Review 2017-18, evaluation of Summer maintenance
Mon 22nd	TRUSTEE (3.30 pm)	Annual board meeting
	GOVERNING BODY	Appointment of Chair & Vice-Chair, & Chair of F&P. Business interest forms, Terms of Reference, Code of Conduct. Policy Schedule. Projected Primary numbers, 2019-20 Planning
<i>Fri 26th</i>	<i>P.D. Day 2</i>	
<i>Mon 29th - Fri 3rd Nov</i>		<i>HALF-TERM</i>
NOVEMBER		
Mon 12th	Pupil Welfare	Election of Chair, TOR, Safeguarding
Mon 19th	Curriculum	Election of Chair, TOR, 2018 GCSE Analysis 2018-19 Curriculum Plan and Staffing 2018-19 School Improvement Plan (SIP)
Mon 26th	Staffing & Personnel	Election of Chair, TOR, Performance Management
DECEMBER		
Mon 3rd	HPRC	Election of Chair, TOR. Review and Objectives
Mon 10th	Finance & Premises	TOR. Submit Year End accounts. 2019-20 Planning. Performance Management report
Mon 17th	Admissions (3.30 pm)	Election of Chair, TOR,
	GOVERNING BODY	Head's Report, 2018-19 Budget indications 2018-19 Curriculum Plan and Staffing 2018-19 SIP Review, 2018-19 SEF Update Training Audit, Freedom of Info Publication Scheme
<i>Fri, 21st Dec</i>	<i>LAST DAY of TERM</i>	
<i>Mon 24th Dec – Fri 4th Jan</i>		<i>HOLIDAY</i>

2019

JANUARY

Mon 7th	PD DAY 3	
Tues, 8th	SPRING TERM	
Mon 14 th	Pupil Welfare	Attendance/Exclusion
Mon 21st	Curriculum	Subject area visit – MA&T Analysis of Mocks, 2018 RAISE on-line/Data
Thurs 24th	Marketing (3.30pm)	School Prospectus/Webpage
Mon 28th	Staffing & Personnel	2019-20 Staff Structure, Staff regrading, Pay Settlements – guidance for 2019-20 Budget

FEBRUARY

Mon 4 th	Finance & Premises	2019-20 Budget Plan draft, H&S
Mon 11th	Admissions (3.30 pm)	Sept 2019 Intake, Admissions proposals & Policy
	GOVERNING BODY	SIP, SEF, Policy
<i>Mon 18th - Fri 22nd Feb</i>		<i>HALF-TERM</i>

MARCH

Mon 4th	Pupil Welfare	SEN/LAC, PP, SIP, Safeguarding
Mon 11th	Curriculum	2019-20 Curriculum Plan, Review SEN Policy 2018-19 SIP - Mid year review
Mon 18th	Staffing & Personnel	Decisions based on F&P guidelines
Mon 25th	HPRC	Objectives (Mid-term)

APRIL

Mon 1st	Finance & Premises	Staff Pay Committee decisions, Finance Manual 2019-20 Budget Plan progress Review Equal Opportunities
Mon 8th	GOVERNING BODY	Head's Report. 2019-20 Budget Plan draft 2019-20 Curriculum Plan and Staffing 2019-20 Staffing Structure and Staff Pay 2018-19 SIP Mid-year review 2019-20 SIP 2018-19 SEF & 3 Year Plan
Fri 12th April	LAST DAY of TERM	
<i>Mon 15th April – Fri 26th April</i>		<i>HOLIDAY</i>

<i>Mon 29th April</i>	<i>SUMMER TERM</i>	
Mon 29th April	Pupil Welfare	Attendance/Exclusion
MAY		
<i>Mon 6th</i>	<i>May Day holiday</i>	
<i>Thurs 9th</i>	Curriculum	Data Dashboards. Subject area visit – MFL
Mon 13th	Finance & Premises	2019-20 Budget Plan recommendation
Mon 20th	Admissions (3.30 pm)	September 2019 Intake
	GOVERNING BODY	2019-20 Budget Plan approval 2018-19 SIP Final Evaluation 2019-20 SIP draft
<i>Mon 27th - Fri 31st May</i>		<i>HALF-TERM</i>
JUNE		
Mon 3rd	Pupil Welfare	CP Policy, Safeguarding
Mon 10th	Curriculum	Pupil Premium report
Mon 17th	Marketing (3.30pm)	Annual plan
Mon 24th	Staffing & Personnel	Staffing structure and incremental points
JULY		
Mon 1st	HPRC	
Mon 8th	Finance & Premises	2019-20 Budget Plan approval. Sports Hall annual update & Lettings charges Policy Summer schedule of works
Mon, 15th	GOVERNING BODY	Head's Report 2019-20 SIP Approval 2019-20 GB Meeting schedule dates
<i>Thur 18th July</i>	<i>LAST DAY of TERM</i>	
<i>Fri 19th July - Fri 30th August</i>		<i>Summer Break</i>

**The next school year will begin on Tuesday, 3rd September 2019
(P.D. Day on Monday, 2nd September 2020 tbc)**

Committee meetings on Mondays at 4pm - KEY

(except 3.30pm meetings for Admissions & Trustee before GB & Marketing/HPRC on Thursdays).

PW – Pupil Welfare (4pm) C – Curriculum committee (4pm)	P.D. Day - Professional Development Day (4 th & 5 th days delegated by Head)
F&P -Finance and Premises committee S&P – Staffing & Personnel ctte. (4pm)	H&S – Health & Safety SEND – Special Educational Needs & Disability
Admissions (3.30pm prior to GB) GB Governing Body meeting (4pm) Trustee – Members of the board of the Corbet School Academy Trust (3.30pm prior to GB)	DASHBOARD – FFT & Ofsted data FFT - Fischer Family trust RAISE – Reporting & analysis for Improvement through school self-evaluation – data analysis
HPRC – Heads Performance Review Committee (4pm or 3.30pm) Marketing – (usually 3.30/4 Thursdays)	SIP - School Improvement Plan SEF – Self Evaluation Form MAT – Multi Academy Trust
PAN – Published Admission number NOR – Number on roll DfE – Department for Education EFA – Education Funding Agency	FSM – Free School Meals LAC – Looked after children MAT – More Able & Talented PP – Pupil premium funding

Last revised 16.7.18 DJD