

# THE CORBET SCHOOL GOVERNING BODY MEETINGS FOR 2021-2022

DATE	Committee	SPECIAL TASKS
<b>2021</b>		
<b>SEPTEMBER - AUTUMN TERM</b>		
<i>Wed 1<sup>st</sup> Sept</i>	<i>P.D. Day 1</i>	
<i>Thurs 2<sup>nd</sup></i>	<i>AUTUMN TERM</i>	
Mon 13 <sup>th</sup>	Pupil Welfare	Policy Review, Child Protection Policy.
Mon 20 <sup>th</sup>	Curriculum (3.30pm)	<b>Visit PHSEE.</b> Initial consideration of GCSE Results, FFT. Curriculum Plan and Staffing. Policy review.
Thurs 23 <sup>rd</sup>	Members	Annual Board meeting, Designations, MAT
Mon 27 <sup>th</sup>	HPRC	Election of Chair, TOR Review & Target setting
<b>OCTOBER</b>		
Mon 4 <sup>th</sup>	Staffing & Personnel	Review Staff Pay Policies (GB approval).
Mon 11 <sup>th</sup>	Finance & Premises	Previous year Financial Review, evaluation of Summer maintenance, Audit & Risk. Policies.
<b>Mon 18<sup>th</sup></b>	Admissions (3.30 pm)	Election of Chair, TOR, NoR PAN & Policy
	<b>GOVERNING BODY</b>	Annual Appointment of Chair & Vice-Chair, & Chair of F&P. Business interest forms, Terms of Reference, Code of Conduct. Projected Primary numbers & Planning. Policy Schedule.
<i>Mon 25<sup>th</sup> – Fri 29<sup>th</sup> Oct</i>		<i>HALF-TERM</i>
<b>NOVEMBER</b>		
1 <sup>st</sup> -12 <sup>th</sup> Nov	Link Visits	Governor & HoD meetings
Mon 8 <sup>th</sup>	Pupil Welfare	Election of Chair, TOR, SafeG/WellB report, SIP
Mon 15 <sup>th</sup>	Curriculum (3.30pm)	<b>Visit Maths</b> Election of Chair, TOR, SEN/LAC report. Further GCSE Analysis, Curriculum Plan & Staffing. 2021-22 SIP.
Mon 22 <sup>nd</sup>	Staffing & Personnel	Election of Chair, TOR, Performance Mant SIP
Mon 29 <sup>th</sup>	<b>Planning</b>	Ctte Chairs. Review 5 year plan and SIP
<b>DECEMBER</b>		
Mon 6 <sup>th</sup>	Finance & Premises	TOR. Submit Year End accounts. Planning. Performance Mgmt. report. Audit & Risk, H&S
<b>Mon 13<sup>th</sup></b>	<b>GOVERNING BODY</b>	<b>Link reports.</b> Committee approval. Accounts Approval. Head's Report, Budget indications, Curriculum Plan and Staffing. Review of SIP, SEF Update, Training Audit. Freedom of Info Publication Scheme
	<i>LAST DAY of TERM</i>	
<i>Fri, 17<sup>th</sup> Dec</i>	<i>HOLIDAY</i>	

# 2022

## JANUARY - SPRING TERM

Tues 4th	PD DAY 2	Training day
Wed, 5th	SPRING TERM	
Mon 10th		
Mon 17th	Pupil Welfare	Attendance/Exclusion. Policies
Mon 24th	Curriculum (3.30pm)	Visit DT. Analysis of Mocks, Data Analysis/ASP on-line
Mon 31st	Staffing & Personnel	Staff Structure and regrading, Pay Settlements – guidance for next year's Budget. Policy.

## FEBRUARY

Mon 7th	Finance & Premises	2022-23 Budget Plan draft, H&S. Audit & Risk Academies Handbook
Mon 14th	<b>GOVERNING BODY</b>	SIP, SEF, Policies approved at sub-committee.
Mon 21st - Fri 25th Feb		HALF-TERM
Mon 28th	Admissions (3.30 pm)	Sept 2022 Intake, Admissions proposal PAN Policy
	Pupil Welfare	Safeguarding/Wellbeing report, Pupil Premium SIP

## MARCH

Mon 7th	Curriculum (3.30pm)	Visit Perf Arts SEND/LAC report. Next year's Curriculum Plan. SIP – Mid-year review. SEND Policy (GB approval)
Mon 14th	Staffing & Personnel	Pay decisions based on F&P guidelines
Thur 17th	HPRC	Objectives (Mid-term)
Mon 21st	Planning	Ctte Chairs. Review 5 year plan and SIP
Mon 28th	Finance & Premises	Staff Pay Committee decisions, Finance Manual 2022-2023 Budget Plan progress. Audit & Risk Review Equal Opportunities policy

## APRIL

Mon 4th	<b>GOVERNING BODY</b>	Head's Report. 2022-23 Budget Plan draft Next year's Curriculum Plan, Staffing Structure, Staff Pay & CPD. 2021-2022 SIP Mid-year review, New SIP approval. SEF & 3-5 Year Plans
Friday 8th April	LAST DAY of TERM	
Mon 11th April – Fri 22nd April		HOLIDAY

<b>SUMMER TERM</b>		
<i>Mon 25<sup>th</sup> April</i>	<i>SUMMER TERM</i>	
<i>25<sup>th</sup> April to 6<sup>th</sup> May</i>	<b>Link Visits</b>	Governor & HoD meetings
<i>Mon 25th April</i>	Pupil Welfare	Attendance/Exclusion
<b>MAY</b>		
<i>Mon 2nd May</i>	<i>Bank holiday</i>	
<i>Mon 9th</i>	Curriculum (3.30pm)	<b>Visit PE.</b> Data Dashboards.
<i>Mon 16th</i>	Finance & Premises	2022-23 Budget Plan recommendation Audit & Risk
<b>Mon 23th</b>	Admissions (3.30 pm)	September 2023 Intake
	<b>GOVERNING BODY</b>	<b>Link reports.</b> 2022-23 Budget Plan approval 2021-22 SIP Final Evaluation 2022-23 SIP draft
<i>Mon 30th May - Fri 3rd June</i>		<i>HALF-TERM</i>
<b>JUNE</b>		
<b>Mon 6th</b>	Pupil Welfare	Safeguarding/Wellbeing report
<i>Mon 13th</i>	Curriculum(3.30pm)	<b>Visit IT &amp; Careers.</b> SEN/LAC report, Pupil Premium Draft SIP
<i>Mon 20th</i>	Staffing & Personnel	Next year's Staffing structure and incremental points
<i>Mon 27th</i>	<b>Planning</b>	Ctte Chairs. Review 5 year plan and SIP
<b>JULY</b>		
<i>Mon 4th</i>	HPRC	Review & Objectives
<i>Mon 11th</i>	Finance & Premises	2022-23 Budget Plan approval. Audit & Risk. Sports Hall annual update & Lettings charges Policy, Summer schedule of works
<b>Mon, 18th</b>	<b>GOVERNING BODY</b>	Head's Report 2022-23 SIP Approval 2022-23 GB Meeting schedule dates
<i>Thur 21st July</i>	<i>LAST DAY of TERM</i>	
<i>Fri 22<sup>nd</sup> July – Fri 2nd Sept</i>		<i>Summer Break</i>

**(P.D. Day on Monday, 5th September 2022 - tbc)**  
**The next school year will begin on Tuesday, 6th September 2022**

## Governor meetings are on Mondays at 4pm - KEY

(except 3.30pm meetings for Admissions & Members before GB & HPRC Thursdays).

<b>PW</b> – Pupil Welfare (4pm) <b>C</b> – Curriculum committee (4pm)	<b>P.D. Day</b> - Professional Development Day (4 <sup>th</sup> & 5 <sup>th</sup> days delegated by Head)
<b>S&amp;P</b> – Staffing & Personnel ctte. (4pm) <b>HPRC</b> – Heads Performance Review Committee	<b>H&amp;S</b> – Health & Safety <b>SEND</b> – Special Educational Needs & Disability
<b>F&amp;P</b> -Finance and Premises committee  <b>Admissions</b> (3.30pm prior to GB/PW)  <b>GB</b> Full Governing Body meeting (4pm)	<b>DASHBOARD</b> –Ofsted & FFT data <b>ASP</b> – Analyse School performance <b>FFT</b> - Fischer Family trust <b>IDSR</b> – Ofsted Inspection data summary record <b>SISRA</b> - Service for Improved Schools' Results Analysis software
<b>Members</b> – Members of the Board of the Corbet School Academy Trust (3.30pm prior to GB)	<b>SIA</b> – School improvement advisor <b>SIP</b> - School Improvement Plan <b>SEF</b> – Self Evaluation Form <b>MAT</b> – Multi Academy Trust
<b>PAN</b> – Published Admission number <b>NOR</b> – Pupil Numbers on roll <b>DfE</b> – Department for Education <b>EFA</b> – Education Funding Agency	<b>FSM</b> – Free School Meals <b>LAC</b> – Looked after children <b>MAT</b> – More Able & Talented <b>PP</b> – Pupil premium funding

Head & Chair agreed 26.04.21  
 Last revised 08.6.21 DJD