

**GOVERNORS' DIARY**  
**SEPTEMBER 2017 TO AUGUST 2018**  
**FULL GOVERNORS**

DATE	DAY/TIME	MEETING
11 <sup>th</sup> September 2017	Monday at 6.30pm	<b>Governors Review</b> <ul style="list-style-type: none"> <li>• Headteachers Presentation</li> <li>• Pupil progression data</li> <li>• Examinations</li> <li>• Destinations of leavers</li> <li>• Target setting &amp; exam predictions</li> </ul>
16 <sup>th</sup> October 2017	Monday at 6.30pm	<b>Finance/Site &amp; Premises/H&amp;S</b> <ul style="list-style-type: none"> <li>• Income &amp; Expenditure</li> <li>• Audit</li> </ul>
8 <sup>th</sup> November 2017	Wednesday at 1.30pm	<b>Strategic Leadership Group</b> <ul style="list-style-type: none"> <li>• 3 Year plan</li> <li>• Pay Panel</li> <li>• Review effectiveness of Cycle of Evaluation reporting</li> </ul>
13 <sup>th</sup> November 2017	Monday at 6.30pm	<b>Curriculum/Staffing</b> Subject Leaders <ul style="list-style-type: none"> <li>• D&amp;T</li> <li>• PE</li> </ul>
27 <sup>th</sup> November 2017	Monday at 6.30pm	<b>Full Governors</b> <ul style="list-style-type: none"> <li>• Achievement</li> <li>• Behavior &amp; Safety</li> </ul>
15 <sup>th</sup> January 2018	Monday at 6.30pm	<b>Governors Review</b> <ul style="list-style-type: none"> <li>• Literacy</li> <li>• Numeracy</li> <li>• ICT</li> </ul>
22 <sup>nd</sup> January 2018	Monday at 6.30pm	<b>Finance/Site &amp; Premises/H&amp;S</b> <ul style="list-style-type: none"> <li>• Income &amp; Expenditure</li> <li>• Budget Monitoring</li> </ul>
5 <sup>th</sup> February 2018	Monday at 6.30pm	<b>Curriculum/Staffing</b> Subject Leaders <ul style="list-style-type: none"> <li>• Profound Curriculum</li> </ul>
12 <sup>th</sup> March 2018	Monday at 6.30pm	<b>Full Governors</b> <ul style="list-style-type: none"> <li>• Quality of Teaching &amp; Learning</li> <li>• Context of school</li> </ul>
16 <sup>th</sup> April 2018	Monday at 6.30pm	<b>Governors Review</b> <ul style="list-style-type: none"> <li>• Science</li> <li>• PHSE</li> <li>• RE</li> </ul>
9 <sup>th</sup> May 2018	Wednesday at 1.30pm	<b>Strategic Leadership Group</b> <ul style="list-style-type: none"> <li>• School priorities for the following academic year</li> </ul>

Dated 12/11/17

		<ul style="list-style-type: none"> <li>Finance in support of School Priorities (MC)</li> </ul>
14 <sup>th</sup> May 2018	Monday at 6.30pm	<b>Finance/Site &amp; Premises/H&amp;S</b> <ul style="list-style-type: none"> <li>Close of old financial year</li> </ul>
21 <sup>st</sup> May 2018	Monday at 6.30pm	<b>Curriculum/Staffing</b> Subject Leaders <ul style="list-style-type: none"> <li>Art</li> <li>Geography/History</li> </ul>
25 <sup>th</sup> June 2018	Monday at 6.30pm	<b>Finance/Site &amp; Premises/H&amp;S</b> <ul style="list-style-type: none"> <li>Agree budget for Full Governors</li> </ul>
9 <sup>th</sup> July 2018	Monday at 6.30pm	<b>Full Governors</b> <ul style="list-style-type: none"> <li>Leadership &amp; Management</li> <li>Overall Effectiveness</li> </ul>

All agenda items including supporting paperwork must be with the Clerk in time for the Pre-Full Governors meeting prior to the Full Governors.

The following reports must be submitted to the Clerk 7 days prior to the Full Governors Meeting in electronic format:

- Headteachers
- Staffing & Curriculum
- Finance/Site & Premises/H&S
- FOLS

### Governors Learning Walks Schedule

All governors should contact their subject leader for the exact date and time of the learning walk for their subject.

DATE	DAY/TIME	GOVERNOR LEARNING WALKS
W/C 02.10.17	TBC	Literacy Learning Walk
W/C 09.10.17	TBC	Mathematics Learning Walk
W/C 16.10.17	TBC	PE Learning Walk
W/C 06.11.17	TBC	Science Learning Walk
W/C 13.11.17	TBC	Computing Learning Walk
W/C 08.01.18	TBC	PSHE/RE Learning Walk
W/C 22.01.18	TBC	SMSC/Culture Learning Walk
W/C 05.02.18	TBC	Displays & Classroom Environment Learning Walk
W/C 19.02.18	TBC	Geography & History Lead Learning Walk
W/C 26.02.18	TBC	Art Learning Walk

### Headteacher Performance Management Schedule

DATE	DAY/TIME	MEETING
16 <sup>th</sup> October 2017	Monday 1.30pm	Update progress against targets, identify targets 2018
December 2017	TBC	Performance Management Meeting with SIA and Governors
5 <sup>th</sup> March 2018	Monday 1.30pm	Update progress against targets
18 <sup>th</sup> June 2018	Monday 1.30pm	Update progress against targets
15 <sup>th</sup> October 2018	Monday 1.30pm	Update progress against targets, identify targets 2019

Dated 12/11/17

December 2018	TBC	Performance Management Meeting with SIA and Governors
---------------	-----	---

INSET Schedule

DATE	DAY/TIME	DETAILS
21 <sup>st</sup> July 2017	Friday	