

## **SL & ML FEDERATION 2022/2023 SCHEDULE FOR MAIN GOVERNORS MEETINGS**

**All meetings to be held on Thursdays at 5pm in person. Ruth chair**

**Declaration of interest & every meeting.**

### ***AUTUMN– Moreland -10<sup>th</sup> November 2022 at 5pm***

- Instrument of Governance & Terms of Reference
- Federation Strategy update
- Pupil Information including Pupil Premium – strategy statement using unvalidated data, looked-after and previously looked-after children, disability & equality. Termly Report Safeguarding & pupil safety, trips, accidents, safety audits, fire RA, vulnerable children, PLAC, incidents including racism, homophobic, bullying, sexual and exclusions, data breaches and subject access requests record of processing log – review of previous year & number of violent incidents against staff & peer on peer abuse
- Staffing, Finance & Progress Up-Date
- Distinctive nature of SL as a Church School – report from Christian Values committee
- S11 Report on Safeguarding
- School Improvement Plan Review
- Quality Assurance Report
- Sports Funding
- SEN Annual Information Report
- Annual Pupil Premium Statement (Actual Spend and Impact and Projected Spend)
- Emergency Business Continuity Plan & Lockdown Procedure
- Review of Policies: Safeguarding and Child Protection, Collective Worship, RE, SEN, B&D, H&S, Pupil Premium, ECT (Early Career teachers)
- Clerk to provide governor membership and attendance for the previous year for school websites

### ***SPRING –St Luke’s –23<sup>rd</sup> March 2023 at 5pm***

- Federation Strategy update
- Pupil Information including Pupil Premium – strategy statement using unvalidated data, looked-after and previously looked-after children, disability & equality. Termly Report Safeguarding & pupil safety, trips, accidents, safety audits, fire RA, vulnerable children, PLAC, incidents including racism, homophobic, bullying, sexual and exclusions, data breaches and subject access requests record of processing log – review of previous year & number of violent incidents against staff & peer on peer abuse
- Finance, staffing & Progress Up-Date
- Quality Assurance Report
- SFVS
- Report from Christian Values committee
- Review of Policies: Grievance & Discipline, Capability, RSE, Violence & Aggression, Medical
- Annual Safeguarding report

### ***SUMMER – St Luke’s – 25<sup>th</sup> May 2023 at 5pm***

- Federation Strategy update
- Pupil Information including Pupil Premium – strategy statement using unvalidated data, looked-after and previously looked-after children, disability & equality
- Termly Report Safeguarding & pupil safety, trips, accidents, safety audits, fire RA, vulnerable children, PLAC, incidents including racism, homophobic, bullying, sexual and exclusions, data breaches and subject access requests record of processing log – review of previous year & number of violent incidents against staff & peer on peer abuse. Termly Report Safeguarding & pupil safety (trips, accidents, safety audits, fire RA and routine)
- Staffing, Finance & Progress Up-Date-agree the budget
- Statement of impact of Single Equality Plans
- Quality Assurance Report
- Report from Christian Values committee
- Annual Looked After Children Report
- Annual Health & Safety audit
- Review of Policies: Data Protection, Admissions Policy 24/25

#### **Policies**

The whole GB is only going to see/review the statutory policies listed above at the main meetings. Policies listed in the FPS & CCPES will be reviewed, discussed & agreed by these committees. They will not be shared electronically or physically in the main meetings. HTs & SLT will be reviewing non-statutory policies: Attendance, Drugs, G&T, Inclusion, Off-Site, SMSCC, Teaching & Learning, Transition. Subject Leaders will review their link policies which will be monitored by HTs & SLT. All governors are welcome to view a majority of policies on both websites, pick them up outside both school offices or ask to see them.

**Schedule for Finance, Premises & Staffing Committee (FPS)**

**Louise chair**

**Most FPS meetings to be held on Thursdays at 5pm and by zoom/hybrid except Spring. This will be 8am in one of the schools and a walk-about will follow**

<i>Autumn Term 13<sup>th</sup> October 2022</i>	<i>Spring Term 2<sup>nd</sup> March 2023</i>	<i>Summer Term 4<sup>th</sup> May 2023</i>
-Final staffing structure -School Improvement Plan (SIP) overview review & link costs -Performance Management – pay recommendation Policies for review – Staff Pay, Whistle blowing, Charging, Health & Safety, Sickness Absence, Lettings, Early Career Teacher, Volunteers -SF audit 20-21 & 21-22	-Benchmarking Exercise -Data protection/security policy -Annual premises condition Survey -SFVS -Staff Pay Policy -Appraisal Policy -Complaints procedure	-Catch up premium -Budget including report to show Subject Leaders bids & how this relates to SIP
		<i>Summer Term 15<sup>th</sup> June 2023</i>
<i>Pay Committee to meet in July to review teachers' pay scales?</i>		-Review of committee competencies/ training -Statement of Internal Control -Sickness policy review -Financial procedures & Procurement review -Terms of reference -Complaints procedure

**Schedule for Curriculum, Community, Pupil and Educational Standards Committee (CCPES)**

**Ngoc chair**

**Learning for Life is an item for every agenda.**

**CCPS meetings to be held on Thursdays at 8am or 5pm and by zoom/hybrid**

<i>Autumn Term 6<sup>th</sup> October 2022</i>	<i>Spring Term 2<sup>nd</sup> February 2023</i>	<i>Summer Term 29<sup>th</sup> June 2023</i>
1) Headteacher report based on SIP and include staff & pupil wellbeing 2) Curriculum, teaching & learning- review of standards summer term 3) Review key policies: -Safeguarding & Child protection -Behaviour & Discipline -Pupil Premium 4)EOY progress & attainment outcomes 5)Subject Leader reports 6)Terms of Reference 7) RSE	1) Headteacher report based on SIP and include staff & pupil wellbeing 2) Curriculum, teaching & learning 3)Review of standards from Autumn term 4) Review policies: -Sex Education -Early Years -Single Equalities Scheme & Impact (every 3 years) Exclusions	) Headteacher report based on SIP and include staff & pupil wellbeing 2) Curriculum, teaching & learning 3) Review of Standards Spring term 4)Results parent & pupil questionnaires & actions from governors and SLT 5) Evaluation of the year & a catch-up for anything missed

Please see headteacher newsletter and Twitter

