

GOVERNANCE PLAN 2024/2025 – Whitleigh Community Primary School and Sir John Hunt CSC Federation

	02 October 2024 at 5pm Governor Afternoon and Start of year FGB Business Meeting		22 January 2025 at 5pm FGB meeting		07 May 2025 at 5pm FGB Meeting		16 July 2025 at 5pm Governor Afternoon and End of year FGB Business Meeting	
	<p><u>Procedural</u> Declaration of interests Minutes of last meeting Matters arising Chair and Head/Principal's urgent business Approve term dates</p> <p>Completion of Annual Declarations of Interest</p> <p><u>School management, monitoring and evaluating</u> Strategic Risk Register Resources update Safeguarding update Receive School Annual Safeguarding/ LAC Reports</p> <p>Headteacher/Principal's report</p> <p><u>Governance development</u> Clerk's Update Governor training Governor Development Plan</p>	<p>ALL</p> <p>ALL</p> <p>H/P Gov H/P H/P</p> <p>H/P</p>	<p><u>Procedural</u> Declaration of interests Minutes of last meeting Matters arising Chair and Head/Principal's urgent business</p> <p><u>School management, monitoring and evaluating</u> Strategic Risk Register Pay Review meeting minutes Resources meeting minutes 15/10 Resources update 14/01 Headteacher/Principal's report Report from safeguarding governor (Inc. SCR) SEF and CIP Updates Pupil Premium and Sports Premium report Governor visits reports</p> <p><u>Governance development</u> Clerk's Update Governor training Governor Development Plan</p>	<p>H/P</p> <p>Gov H/P Gov</p> <p>H/T H/P</p> <p>ALL</p>	<p><u>Procedural</u> Declaration of interests Minutes of last meeting Matters arising Chair and Head/Principal's urgent business</p> <p><u>School management, monitoring and evaluating</u> Strategic Risk Register Standards meetings minutes Resources meeting minutes 14/01 Resources update 11/03 Headteacher/Principal's report Review of school websites Parent surveys reports Safeguarding update Governor visits reports</p> <p><u>Governance development</u> Clerk's Update Governor training Governor Development Plan</p>	<p>H/P</p> <p>Gov H/P H/P H/P ALL</p>	<p><u>Procedural</u> Declaration of interests Minutes of last meeting Matters arising Chair and Head/Principal's urgent business 2025-26 FGB Meeting dates</p> <p>Election of Chair and Vice Chair Governors responsibilities for the year ahead</p> <p><u>School management, monitoring and evaluating</u> Strategic Risk Register Standards Group meeting minutes Headteacher/Principal's report Resources meeting minutes 11/03 and 13/05 Resources update 15/07 Safeguarding update Governor visits reports</p> <p><u>Governance development</u> Clerk's Update Governor training Governor Development Plan</p>	<p>ALL</p> <p>ALL</p> <p>H/P H/P H/P Gov H/P Govs</p>
Standards meeting dates	26/09/24 WCPS Standards Meeting 12/11/24 WPSJH Pay Review 4pm		24/04/25 WCPS Standards Meeting 16/01/25 SJH Standards Meeting 4pm		30/04/25 SJH Standards Meeting 4pm			
Resource meeting dates	Tue 15/10/2024 Tue 14/01/2025		Tue 11/03/2025		Tue 13/05/2025 Tue 15/07/2025			
2024/25 Policy Review in Resources meetings			Equality & Diversity Policy March		Appraisal Policy for Support Staff July Appraisal Policy for Teaching Staff July Financial Policy Statement July Managing Attendance Policy July Staff ill Health Capability Policy July Gov Board and Committee TOR Sept Health & Safety Policy Sept Support Staff Pay Policy Sept Teacher's Pay Policy Sept			