WOODCHESTER SCHOOL GOVERNING BODY BUSINESS PLAN 2021 TO 2022

Autumn Term

Term 1 Monday 6th September (2nd and 3rd Inset) to Friday 22nd October

Term 2 Tuesday 2nd November (Monday1st Inset) to Friday 17th December

Finance visits from LA Accounting Officer ongoing

Policies overdue for ratification – Statutory: Behaviour Jan 21; Children with health needs who cannot attend school June 21; NQTs April 21; EYFS April 2021; Relationships and sex education May 21

Non statutory: Anti bullying (within behaviour policy) Jan 21; Equality, diversity and inclusion Sept 2020; Fire and Safety April 2019; Health and Safety April 2020; Intimate care Feb 2020; Lettings May 2018; MFL May 21; positive handling policy March 2019; Serial and unreasonable complaints (covered by complaints??); Use of force to control or restrain pupils March 2019; school volunteer support June 2020; Assessment policy Sept 2018; computing policy every 2 years; Feedback and marking policy Feb 21; Forest School Handbook Jan 21; various subject policies and phonics policy; Calculation policy April 21

	Governing Body	Finance and Resources	Curriculum and Standards and Communication	Ethos	Panels and working groups	Governor visits/school events
September	**FGB Monday 13th September 7pm** • Declaration of interests • Elect chair and vice-chair • Review committee structure, size, personnel, delegation and TOR • Review link governor responsibilities • Approve SEF • Data/SATS • Organise HT appraisal Statutory policies to ratify: Child missing in education; Complaints procedure Spt; Managing serial complaints Sept; Data protection; Designated teacher for looked-after children;	Policies Statutory: Charging and remissions Non-statutory: Governor allowance policy	**Meeting Monday 27th September** NS - Computing policy every 2 years	Possible policies to ratify over the year – all non-statutory: ethos and vision; RE policy; spiritual, moral and cultural development	• Working party to prepare Focus Week for Ethos • HT Appraisal organised • Buildings WP new build visit	Yr 6 Residential Visit 1 for subject leader action plans TA appraisals Rec baseline

	Non-statutory: Attendance; Governor visits					
October				**Meeting – wb 4th October**	Building/fundraising?	Parents' meeting 1 Teacher appraisals Tr assessments R/M
November	Statutory policies: Admissions Non-statutory: Healthy eating and food ; Drugs Policy;	**Meeting Monday 29th Nov -Jane in**			HT PM appraisal meeting Pay panel meeting	**Focus Week 1 from Monday 1st Nov (Inset)** Possible chance to liaise with staff on Inset day Postponed phonics testing? Nov or Dec Yr 2
December						Christmas Nativity and concert Tr assessment R/W/M

SPRING TERM

Term 3: Wednesday January 5th (Tuesday 4th Inset) to Friday February 18th

Term 4: Monday February 28th to Friday April 8th

	Governing Body	Finance and Resources	Curriculum and Standards and Communication	Ethos	Panels and working groups	Governor visits/school events
January	Policies to ratify Statutory: Child protection and safeguarding; SEND and SEND information report		**Meeting Monday 17th**	**Monday 24th**		
February	**Meeting 7th Feb 7pm** Statutory policies to ratify:	**Meeting 28th Feb** • Set budget	Policies:		HT mid-year review	Parents' Meeting 2

		• SFVS review • Approve school fund and appoint auditor	Statutory: Remote learning policy and plan Non-statutory: Handwriting and presentation			Safeguarding LA 175 to be complete Tr assessment R/M
March	Policies for ratification: Statutory: Equality policy and objectives					**Focus Week 2 Monday 28th Feb** Parent consultations
April	Policies Statutory: Acceptable user; Accessibility 2022; Non-statutory: Absconding					Tr Assessment R/W/M

SUMMER TERM

Term 5: Monday 25th April to Friday May 27th

Term 6: Tuesday June7th (Monday 6th Inset) to Friday July 22nd

	Governing Body	Finance and Resources	Curriculum and Standards and Communication	Ethos	Panels and working groups	Governor visits/school events
April						Easter Service 6th April
May	**Meeting 23rd May 4.30 after champagne and strawberries social with staff** Finalise budget	**Meeting 16th**	**Meeting 9th May** Policies: Statutory: PSHE			SATS KS1 and 2 Tr assessment R/M

						Sports Day? Or June 3
June	Policies to ratify Statutory: Administration of Medicines; Exclusions; Supporting pupils with medical conditions			**Meeting 13th June**		**Focus Week 3: 6th June (Inset on 6th)** Phonics test Multiplication test Yr 4 Assessment week MTC
July	**Meeting 11th if required**					KS2 play Reports + optional parents' meeting Tr Assessment R/W/M SAT results

Policies for future ratification:

Statutory

Behaviour principles written statement Autumn 2022; First Aid Sept 2022; Freedom of Information Sept 2022; Collective worship Sept 2022

Non-statutory: Confidentiality Jan 2023; Crisis Management Policy April 2023; Prevent Jan 2023

Queries: Protection of Biometric Information of children in schools and colleges; Staff discipline, conduct and grievance procedure; Safer Working practices and staff behaviour – no dates or information and all statutory.