

## Viridis Schools Governing Body Annual Calendar 2021 - 2022

Autumn Term 2021	
Full Governing Body Meeting	
<b>Thursday 7th October 2021 at Orchard, 6pm</b>	<ul style="list-style-type: none"> <li>• Election of Chair &amp; Vice Chair</li> <li>• Agreement of terms of reference</li> <li>• Executive Headteachers Report (Incorporating School Subcommittee Reports)</li> <li>• Consideration of SIP annual reports &amp; headline data outcomes</li> <li>• Presentation of draft School Development Plans &amp; associated review of year gone</li> <li>• Key areas for improvement identified &amp; Identify objectives for the year</li> <li>• Staffing and teacher professional development &amp; impact</li> <li>• Governor training, development and self-evaluation</li> <li>• Senior management team proposes attainment targets for the year.</li> <li>• National Agendas and Risk Management</li> <li>• Consideration of key policies</li> </ul>
<b>Resources Committee</b> <b>(Premises Finance, Pay and Personnel)</b> <b>Thursday 4th November 2021 at Orchard, 4:30pm</b>	<ul style="list-style-type: none"> <li>• Agreement of terms of reference &amp; Chair</li> <li>• Budget status report</li> <li>• ½ Year budget review &amp; forecast. Assessment of status of budgets and agree any changes.</li> <li>• Pay Committee meet before meeting to agree HT performance management &amp; staff pay recommendations.</li> </ul>
School Subcommittee Meetings	
<b>Orchard</b> <b>Thursday 4th November 2021, 6pm</b>  <b>Southwold</b> <b>Thursday 18<sup>th</sup> November 2021, 5pm</b>  <b>Hoxton Garden</b> <b>Thursday 2<sup>nd</sup> December 2021, 5pm</b>	<ul style="list-style-type: none"> <li>• Election of Chair &amp; Vice Chair</li> <li>• Headteachers Report including School Self Evaluation</li> <li>• Outcome of external reviews &amp; evaluations e.g. SIP reports</li> <li>• Headline Data presented and analysed for key trends in context of overall National position.</li> <li>• Impact of PPG &amp; Sports Premium</li> <li>• The school development plan and key actions.</li> <li>• Review of yearly calendar of whole school events.</li> </ul>
Governor Visit Morning	
<b>Wednesday 20<sup>th</sup> October 2021 at Hoxton Garden</b>	<ul style="list-style-type: none"> <li>• Open Morning Visit to <b>Hoxton Garden</b> for all Governors including visits to classrooms and presentation on key curriculum area &amp; book look/meeting with pupils</li> </ul>

Spring Term 2022	
Full Governing Body Meeting	
<b>Thursday 27<sup>th</sup> January 2022 at Southwold, 6pm</b>	<ul style="list-style-type: none"> <li>Executive Headteachers Report (Incorporating School Subcommittee Reports)</li> <li>Consideration of SIP reports</li> <li>Actions &amp; impact against areas for improvement</li> <li>Staffing and teacher professional development &amp; impact</li> <li>Governor training, development and self-evaluation</li> <li>National Agendas and Risk Management</li> <li>Consideration of key policies</li> </ul>
<b><u>Resources Committee</u></b> <b>(Premises Finance, Pay and Personnel)</b>  <b>24<sup>th</sup> February 2022 at Orchard (Pre-Subcommittee Meeting) 4:30pm</b>	<ul style="list-style-type: none"> <li><math>\frac{3}{4}</math> Year budget review &amp; forecast</li> <li>Assessment of status of budgets and agree any changes.</li> <li>Staffing update</li> <li>SFVS Review</li> <li>Staffing Structure and recruitment</li> <li>Consideration of accessibility &amp; review of Health &amp; Safety Documentation</li> </ul>
School Subcommittee Meetings	
<b>Southwold</b> <b>Thursday 10<sup>th</sup> February 2022, 5pm</b>  <b>Orchard</b> <b>Thursday 24<sup>th</sup> February 2022, 6pm</b>  <b>Hoxton Garden</b> <b>Thursday 10<sup>th</sup> March 2022, 5pm</b>	<ul style="list-style-type: none"> <li>Headteachers Report</li> <li>Outcome of external reviews &amp; evaluations e.g SIP reports</li> <li>Progress towards end of year targets</li> <li>Teaching profile and strategic/CPD actions</li> <li>Consideration of provision for SEN/PPG &amp; Vulnerable pupils.</li> <li>Review of Attendance targets &amp; strategies</li> <li>Pupil &amp; parents views of the school evaluated, key areas of focus identified considered</li> </ul>
Governor Visit Morning	
<b>Wednesday 2<sup>nd</sup> February 2022 at Southwold</b>	<ul style="list-style-type: none"> <li>Open Morning Visit to <b>Southwold</b> for all Governors including visits to classrooms and presentation on key curriculum area &amp; book look/meeting with pupils</li> </ul>

Summer Term 2022	
Full Governing Body Meeting	
<b>Thursday 19<sup>th</sup> May 2022</b> <b>at Hoxton Garden, 6pm</b>	<ul style="list-style-type: none"> <li>• Executive Headteachers Report (Incorporating School Subcommittee Reports)</li> <li>• Actions &amp; impact against areas for improvement</li> <li>• Staffing and teacher professional development &amp; impact</li> <li>• Governor training, development and self evaluation</li> <li>• National Agendas and Risk Management</li> <li>• Consideration of key policies</li> <li>• Approval of new budget as recommended by Finance committee</li> </ul>
<u><b>Resources Committee</b></u> <b>(Premises Finance, Pay and Personnel)</b>  <b>Thursday 19<sup>th</sup> May 2022 at Hoxton Garden</b> <b>(Pre-Governing Body) 4:30pm</b>	<ul style="list-style-type: none"> <li>• Staffing update</li> <li>• Year End budget review &amp; forecast</li> <li>• Assessment of status of budget and agree any changes.</li> <li>• Review new budget and agree recommendations to full Governing body.</li> <li>• Premises works and strategic actions</li> </ul>
School Subcommittee Meetings	
<b>Southwold</b> <b>Thursday 30<sup>th</sup> June 2022, 5pm</b>  <b>Orchard</b> <b>Thursday 23<sup>rd</sup> June 2022, 6pm</b>  <b>Hoxton Garden</b> <b>Thursday 7<sup>th</sup> July 2022, 5pm</b>	<ul style="list-style-type: none"> <li>• Headteachers Report</li> <li>• Outcome of external reviews &amp; evaluations e.g SIP reports</li> <li>• Headline Data presented and analysed for key trends in context of overall National position.</li> <li>• Progress towards end of year targets</li> <li>• Teaching profile and strategic/CPD actions</li> <li>• Consideration of provision for SEN/PPG &amp; Vulnerable pupils &amp; links with other agencies</li> <li>• Review of Attendance targets &amp; strategies</li> <li>• Strategic Planning for new academic year</li> </ul>
Governor Visit Morning	
<b>Friday 6<sup>th</sup> May 2021 at Orchard</b>	<ul style="list-style-type: none"> <li>• Open Morning Visit to <b>Orchard</b> for all Governors including visits to classrooms and presentation on key curriculum area &amp; book look/meeting with pupils</li> </ul>
<b>Ongoing</b>	<ul style="list-style-type: none"> <li>• Link Governor Visits</li> <li>• Observation of pupil progress meetings</li> <li>• Attendance at whole school events</li> <li>• Sub Committee/Individual focussed audits of provision</li> </ul>