

## High Street Primary Management Plan 2018-19

<b>Monday 17<sup>th</sup> September 2018</b> Meetings start at 4:30pm	<b>Monday 15<sup>th</sup> October 2018</b> Meetings start at 4:30pm
<p><u><i>Procedural</i></u>          Welcome and apologies          Declarations of interest          Annual Review of membership          Complete annual pecuniary interest forms and Code of Conduct          Minutes of the last meeting and matters arising          Chair's and Head's urgent business</p> <p><u><i>Academy Improvement, overview and scrutiny</i></u>          Receive report on summer testing results and trends          Presentation on pupil tracking system          Consider progress on Strategic Improvement Plan          Update from Headteacher on people and finance at start of academic year          Barriers to progress</p> <p><u><i>Local Governance monitoring and development</i></u>          Governor visits          Clerk's Update – membership, local and national strategies          Governor training          LGB Action Plan          Reach South Board Update</p> <p><u><i>Policy Review</i></u>          Adopt the Trust H&amp;S policy</p>	<p><u><i>Procedural</i></u>          Welcome and apologies          Declaration of interests          Minutes of last meeting and matters arising          Chair's and Head's urgent business</p> <p><u><i>Academy Improvement, overview and scrutiny</i></u></p> <p><u><i>Local Governance monitoring and development</i></u></p>

\* Agenda's based on the Management Plan 2018-19 will be reviewed prior to each meeting and amended when necessary.

<b>Monday 19<sup>th</sup> November 2018</b> Meetings start at 4:30pm	<b>Monday 21<sup>st</sup> January 2019</b> Meetings start at 4:30pm
<p><u><i>Procedural</i></u>  Welcome and apologies  Declaration of interests  Minutes of last meeting and matters arising  Chair's and Head's urgent business</p> <p><u><i>Academy Improvement, overview and scrutiny</i></u>  Questions on Headteacher's report  Review report on the quality of teaching  Review progress on Strategic Improvement Plan  ASP/Data dashboard review  Report on planned use of pupil premium  Report on staff appraisal  Note the annual budget and review the closing budget from the previous year  Review variations in budget spend and re-forecasts  Admissions update  Barriers to progress</p> <p><u><i>Local Governance monitoring and development</i></u>  <b>Report from Safeguarding leader on review of Single Central Record</b>  <b>Report from Maths champion</b>  <b>Report from English champion</b>  Other Governor visits  Clerk's Update – membership, local and national strategies  Governor training  LGB Action Plan  Reach South Board update</p>	<p><u><i>Procedural</i></u>  Welcome and Apologies  Declaration of interests  Minutes of the last meeting and matters arising  Chair's and Head's urgent business</p> <p><u><i>Academy Improvement, overview and scrutiny</i></u>  Monitor the success of the phonics programme  Review progress on Strategic Improvement Plan  Review Parent View and plan parent surveys  Review variations in budget spend and re-forecasts  Review the academy emergency plan  Review the risk register  Admissions update  Barriers to progress</p> <p><u><i>Local Governance monitoring and development</i></u>  <b>Report from Early Years/KS3 and 4 champion(s)</b>  <b>Report from Safeguarding/CP/LAC champion(s)</b>  <b>Report from SEND champion(s)</b>  <b>Report from Pupil premium champion(s)</b>  Governor visits  Clerk's Update – membership, local and national strategies  Governor training  LGB Action Plan  Reach South Board update</p> <p><u><i>Policy Review</i></u>  Review and maintain Behaviour policy  Review and maintain the SEN policy</p>

<b>Monday 25<sup>th</sup> February 2019</b> Meetings start at 4:30pm	<b>Monday 18<sup>th</sup> March 2019</b> Meetings start at 4:30pm
<p><u>Procedural</u>          Welcome and apologies          Declaration of interests          Minutes of last meeting and matters arising          Chair's and Head's urgent business</p> <p><u>Academy Improvement, overview and scrutiny</u></p> <p><u>Local Governance monitoring and development</u></p>	<p><u>Procedural</u>          Welcome and Apologies          Declaration of interests          Minutes of last meeting and matters arising          Chair's and Head's urgent business</p> <p><u>Academy Improvement, overview and scrutiny</u>          Performance Management update          Review parent survey results          Report on impact of pupil premium          Report on quality of teaching and pupil progress          Questions on Headteacher's report          Report on predicted outcomes for cohorts and years          Plan survey of staff/pupils (as required)          Review variations in budget spend and re-forecasts          Review of academy website          Barriers to progress</p> <p><u>Local Governance monitoring and development</u>  <b>Report from Maths champion (s)</b>  <b>Report from English champion (s)</b>          Other Governor visits          Clerk's Update – membership, local and national strategies          Governor training          LGB Action Plan          Reach South Board update</p> <p><u>Policy Review</u>          Review and maintain Complaints policy</p>

<b>Monday 20<sup>th</sup> May 2019</b> Meetings start at 4:30pm	<b>Monday 17<sup>th</sup> June 2019</b> Meetings start at 4:30pm
<p><u>Procedural</u>          Welcome and Apologies          Declaration of interests          Minutes of the last meeting          Matters arising          Chair's and Head's urgent business</p> <p><u>Academy Improvement, overview and scrutiny</u>          Review progress on Strategic Improvement Plan          Review variations in budget spend and re-forecasts          Review staffing structure for following year          Review of staff CPD/shared expertise          Barriers to progress</p> <p><u>Local Governance monitoring and development</u>  <b>Report on review of Single Central Record</b>  <b>Report from SEND Champion (s)</b>  <b>Report from safeguarding champion (s)</b>          Other Governor visits          Clerk's Update – membership, local and national strategies          Governor training          LGB Action Plan          Reach South Board update</p>	<p><u>Procedural</u>          Welcome and apologies          Declaration of interests          Minutes of last meeting and matters arising          Chair's and Head's urgent business</p> <p><u>Academy Improvement, overview and scrutiny</u></p> <p><u>Local Governance monitoring and development</u></p>

<b>Monday 15<sup>th</sup> July 2019</b> Meetings start at 4:30pm	
<u><i>Procedural</i></u> Welcome and Apologies Declaration of interests Minutes of last meeting Matters arising Chair's and Head's urgent business  <u><i>Academy Improvement, overview and scrutiny</i></u> End of year testing results Review progress on Strategic Improvement Plan and adopt a new plan for the coming year Questions on Headteacher's report Academy self-evaluation report Review variations in budget spend and re-forecasts Barriers to progress  <u><i>Local Governance monitoring and development</i></u> <b>Report from Early Years champion (s)</b> <b>Report from Grants and Pupil premium champion (s)</b> Other Governor visits Clerk's Update – membership, local and national strategies Governor training Governor Action Plan – new items for following year Strategic planning by FGB Election of chair and vice chair Appoint governors with specific responsibilities for the year ahead Set up a hearings committee (staffing, exclusions and complaints) Appoint Performance Management governors and secure training Evaluation of LGB's work	

