



Forest High School

Local Governing Body Calendar of Business

2017 – 2018

<p style="text-align: center;"><u>Term 1</u> <u>Wednesday 20th September 2017 5pm – 7pm</u></p> <ul style="list-style-type: none"> • Note SGS AT Scheme of Delegation, LGB Terms of Reference & composition as agreed by SGSAT, Governors roles & calendar of business and election of the Vice Chair. • Review of Examination Results • Review of School Key Performance Indicators, SIP & SEF and Ofsted Update • Review of Departmental Improvement Plans • Receive FHS Budget Report • Pupil Premium review for 16/17 and plan for 17/18 • Review of Student Behaviour and Safety Procedure and recommendation of approval to Trust Board • Discussion and review of implementation and compliance to policies from SGSAT agreed calendar of policies. • Discuss and agree strategy for engagement of students, parents, staff and local community • Learning and Progress – review topics of focus & Subject Leader attendance for yearly calendar and agree questions for Subject Leader in attendance at next meeting. • Discussion and agreement of schedule for Governor visits to school – protocols, schedule, format and focus. • Agree Link Governors to subject and topic areas, protocols and schedule • Approval of Self Evaluation 16/17 outcomes action plan • Review Declarations of Interest • Review of confidential minutes 	<p style="text-align: center;"><u>Term 2</u> <u>Wednesday 1st November 2017 5pm – 8pm</u></p> <ul style="list-style-type: none"> • Topic of Focus/Subject Leader (tbc) attendance at meeting • Review of School Key Performance Indicators and Ofsted Update • Review of FHS SEF & SIP and Progress against Key Priorities • Review of FHS Risk Register • Review of Admissions arrangements and recommendation of approval to Trust Board • Review of annual marketing plan and recommendation of approval to Trust Board • Review of implementation and compliance to policies from an agreed calendar of policies • Report on Governor Visits to School, Link Governor activities • Report and discussions on outcomes of engagement of students and effectiveness review • SGS AT Equality Objectives • Pupil Premium Interventions and Impact • Safeguarding Annual Report including Single Central Register and review of Safeguarding procedures and recommendation of approval to Trust Board • Agreement of Questions for subject leader attending next meeting
<p style="text-align: center;"><u>Term 3</u> <u>Thursday 18th January 2018 5pm – 7pm</u></p> <ul style="list-style-type: none"> • Subject Leader/Topic of focus (tbc) attendance at meeting 	<p style="text-align: center;"><u>Term 4</u> <u>Wednesday 28th February 2018 5pm – 8pm</u></p> <ul style="list-style-type: none"> • Subject Leader/Topic of focus (tbc)

<ul style="list-style-type: none"> • Review of School Key Performance Indicators and Ofsted Update • Review of Departmental Improvement Plans • Mid-point review of Pupil Premium Plan for 17/18 • Receive FHS Budget Report • Report on Governor Visits to School, Link Governor activities • Report and discussions on outcomes of engagement of, parents, and effectiveness review • Review of implementation and compliance to policies from an agreed calendar of policies • Review content of school website • Review the Schools provision and implementation of SMSC • Review of School Disability & Accessibility Plan and recommendation of approval to Trust Board • Review of the Schools approach to SEND • Review of Home School Agreement and recommendation of approval to Trust Board • Review Governor Skills audit & training requirements. • Self-Evaluation 16/17 action plan review • Agreement of Questions for subject leader attending next meeting 	<p>attendance at meeting</p> <ul style="list-style-type: none"> • Review of School Key Performance Indicators and Ofsted Update • Review of FHS SEF & SIP and Progress against Key Priorities • Review of Curriculum Plans and recommendation of approval to Trust Board • Agree School Term dates for 18/19 for recommendation of approval to Trust Board • Review of DfE Analyse School Performance (ASP)/FFT Aspire data • Review of Students with Medical Conditions and anonymised feedback • Review of Procedures relating to Educational Visits and work experience and recommendation of approval to Trust Board • Report on Governor Visits to School, Link Governor activities • Report and discussions on outcomes of engagement of, staff and effectiveness review • Review of implementation and compliance to policies from an agreed calendar of policies • Review of First Aid Provision • Agreement of Questions for subject leader attending next meeting
<p style="text-align: center;"><u>Term 5</u> <u>Wednesday 2nd May 2018 5pm – 7pm</u></p> <ul style="list-style-type: none"> • Subject Leader/Topic of focus (tbc) attendance at meeting • Review of School Key Performance Indicators and Ofsted Update • Review of Departmental Improvement Plans • Annual Review of Student Admissions numbers • Receive FHS Budget Report Review of FHS Risk Register • Review the Schools provision and implementation of SMSC • Review of Teachers Toolkit and recommendation of approval to Trust Board • Report on Governor Visits to School, Link Governor activities and effectiveness review • Report and discussions on outcomes of engagement of local community and effectiveness review • Review of implementation and compliance to policies from an agreed 	<p style="text-align: center;"><u>Term 6</u> <u>Wednesday 27th June 2018 5pm – 8pm</u></p> <ul style="list-style-type: none"> • Subject Leader/Topic of focus (tbc) attendance at meeting • Review of School Performance Indicators and Ofsted Update. • Review of FHS SEF & SIP and Progress against Key Priorities and recommend of approval to Trust Board • Pupil Premium Plan review for 17/18 and plan for 18/19 to recommend for Trust Board approval • Report on Governor Visits to School, Link Governor activities and effectiveness review • Report and discussions on outcomes of engagement of students, parents, staff and local community activities and effectiveness review • Review of implementation and compliance to policies from an agreed calendar of policies. • LGB Self Evaluation and Effectiveness review including review of meeting Terms of Reference

<p>calendar of policies</p> <ul style="list-style-type: none"> • Review LGB meeting dates for 18/19 to recommend for Trust Board approval • LGB Self Evaluation 16/17 action plan review and preparation for Self-Evaluation and 360 Degree Feedback of Chair for 17/18 • Agreement of Questions for subject leader attending next meeting 	<ul style="list-style-type: none"> • Review training/induction and skills audit review for the requirements of the LGB for 2018/2019 • Gifts and Hospitality of the LGB Annual Review • Agree annual statement of LGB activities including key issues addressed and assessment of Impact and points for inclusion in Chair of Governors annual report to Trust Board.
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