

The Federation of Elson and Gomer Infant Schools

Governing Body Meeting schedule 2021 – 2022

Autumn Term				Notes to Clerk
FGB	22nd of September	Wednesday 5.30-7.30 pm	Elections Safeguarding audit (deadline 30 th of Sept); review TOR and approve Code of Conduct, MOPP and Financial Practice and Procedures; recruitment of new governors	Declaration of interests; personal data; update of websites and GS: get up to date policy schedule;
FGB	20th of October	Wednesday 5.30-7.30 pm	EHT PMR; Pay committee meeting	Site Managers' report
FGB	24th of November	Wednesday 5.30-7.30 pm	Finance: budget revision (deadline 30 th of November). Finance Officers to participate in meeting. Review data from previous years and ASP data; quick recap on budget (in case of changes)	Inclusion Managers' report; Curriculum Managers' report
FGB	15th of December	Wednesday 5.30-7.30 pm		EHT written report; Check available training for WGB
Spring Term				
FGB	26th of January	Wednesday 5.30-7.30 pm	Whole GB training (booking deadline 31 st of January)	Site Manager's report
FGB	16th of February	Wednesday 5.30-7.30 pm	Review SEND provision and outcome of all vulnerable groups	Inclusion Managers' report; Curriculum Managers' report
FGB	23rd of March	Wednesday 5.30-7.30 pm	Finance: review spending against budget plan; SFVS (deadline 31 st of March)	EHT written report
Summer Term				
FGB	25th of May	Wednesday 5.30-7.30 pm	Finance: approve budget plan (deadline 31 st of May); Finance Officers to attend meeting; approve 3 year strategic plan (deadline 31 st of May).	Site Manager's report
FGB	22nd of June	Wednesday 5.30-7.30 pm	QTLA&O: review SATs results, pupil progress and attendance	Inclusion Managers' report; Curriculum Managers' report
FGB	13th of July	Wednesday 5.30-7.30 pm	Finance: Review spending against budget plan	EHT written report; Review Governors attendance