

2021-22 Cockton Hill Infants School: Governing Body Actions Log

Date	Meetings Held	Summary Details/ Monitoring / Audit	Other
July		Children monitoring - Lockdown - Remote learning - Well being	
Sep	HT/YE: Safeguarding		
15th Sep	HT/RE: Chairs role		
20th Sep	Finance		
20th Sep	Governing Body		
24th Sep	Head Teacher / Chair		
24th Sep		General Monitoring - Soundwrite - New Books - Premises - Security - Children - Website	
30th Sep	Pay Review		
5th Nov	HT Performance Meeting	Head Teacher Objectives	
8th Nov		Pupil and Recovery Premium	
8th Nov	Head Teacher / Chair		
8th Nov		General Monitoring - Governor Induction Policy - Governing Body - Website - School Space	
11th Nov		Website Audit against DCC Checklist Monitoring report sent to Head Teacher	

25th Nov	Curriculum	Soundwrite program across the school EYFS Change in assessment arrangements Use of vocabulary maps Use of Education Recovery Funds	
30th Nov			Online Safety Training
30th Nov		Curriculum: Phonics (Children's view)	
9th Dec		Polar Express Event (Reception)	
13th Jan	Head Teacher / Chair	School update - Covid Outbreak Plan - Reception Floor - Building: Planning for the future Governing Body - Agenda - Use of reports - Possible areas of responsibility - Action sheet - Activity log on school website - Governor Hub - Skills audit Ofsted expectations	
7th Feb	Finance & Premises		
7th Feb	Governing Body		
11th Feb		Website Re-Audit	
11th March	Head Teacher / Chair	School Financial Value Standard: Governor Checklist Self Assessment Dashboard: Review Estates Update Website Re-audit Governing Body	
11th March		Lesson Observation: Lingotot/French/Year 1	
11th March		Staff Wellbeing	
30th March		Wellbeing	
6th April	By email Chair	Policy renewals Remote Learning/Complaints/Data Protection/Photographic	
3rd May	Head Teacher / Chair	Governing Body Agenda items Governing Body Vacancies Estates <ul style="list-style-type: none"> Flooring work completed Ramp for nursery update Proposed extension thoughts 	

		<ul style="list-style-type: none"> Windows assessment Presenting KPIS GovernorHub setup and use Skills audit White paper/Briefing notes Monitoring: Children safeguarding Governing Body self evaluation	
4 th May		Safeguarding: Single Central Record	
16 th May		Governing Body Skills Audit	
20 th May		EYFS Monitoring	
23 rd May	Finance & Premises	Minutes available	
23 rd May	Governing Body		
23 rd May		Reception Class. Curriculum. Life Cycle. Monitoring	
10 th June		SEND. Monitoring	
17 th June	Head Teacher / Chair	Approve ramp alterations contract Proposed 22/23 action plan KPI Presentation data GB Body vacancies Performance data	
28 th June		Finance audit: <ul style="list-style-type: none"> Nursery Breakfast Club School General Fund	
5 th July	HT Performance Meeting	Interim HT Objectives review	
6 th July		Assist with School Trip: Good practice report	