

2022-23 Cockton Hill Infants: Governing Body Actions Log

Date	Meetings Held	Summary Details/ Monitoring / Audit	Other
21 st Sept	Head Teacher / Chair	Governing Body Agenda items Governing Body Vacancies Estates: <ul style="list-style-type: none"> • Ramp for nursery update • Proposed extension thoughts Presenting KPIS/Action Plan Summary review GovernorHub setup and use White paper/Briefing notes Safeguarding Monitoring Policy EY Qualifications Confidential items	
21 st Sept		SEN Butterfly room	
26th Sept	Finance & Premises	Minutes available	
26th Sept	Governing Board		
3rd Oct		Harvest Festival: Whole School	
12th Oct		Durham Cathedral Visit: Year 2	
14th Oct		Updated School Vision and Values	
19 th Oct	HT Performance Review		
9 th Nov	HT / Chair	Governing body make up Primary Inspection Data Summary Report, discussed and agreed to circulate to Governors Ofsted aide memoire. Discussed and left with HT Governor responsibilities, set and ready for distribution. Estates, Extension, windows, playground Action plan updated Reading update and the library	

9 th Nov		Pupil, Recovery and Sports Premium	
23 rd Nov		Curriculum / Learning Retention	
2 ND Dec		SEND Butterfly Room	
11 th Jan	HT/Chair	Governing Body Members KPIs / Action Plan Estates: Extension / Gate / Playground School Website Audit Review Reports	
11 th Jan		Attendance	
11 th Jan		Vocabulary Mapping	
23 rd Jan		Website Audit	
26 th Jan		Safeguarding: Online safety/Filtering System	
6 th Feb	Finance and Premises		
6 th Feb	Governing Board		
7 TH Feb		Online safety 360 report	
3 rd Mar	HT Interim Performance Review		
3 rd Mar		Guided Reading	
9 th March	HT / Chair	Governing Body/ Estates/ SFVS / Action Plan /KPI/Website/Surveys	
9 th March		Website audit actions	
9 th March		Class 4. Reflective Learning. Music	
24 th April	HT/Chair	Governing Body/Estates/KPIs/Action Plan & Summer Actions/GB Agenda/Surveys	
24 th April			New Governor Induction

4 th May		Safeguarding review. Training and Single Central Record	
11 th May		SATS KS1 Administration	
15 th May		Health & Safety Walk Round	
22 nd May	Finance and Premises		
22 nd May	Governing Board	Including reports on Parent View, and Teacher Well Being audits.	
13 th June	HT/Chair	Action Plans/Estates/Equality & Diversity/Safeguarding/GB Minutes/Induction Policy	
13 th June		Curriculum: Vocabulary Maps and Retention Learning Sheets	
16 th June	HT Final Interim Performance Review		
26 th June		GB Skills Audit	
26 th June		GB Self Evaluation	
3 rd July		Financial Audit	
3 rd July		School gate security	
11 th July	Curriculum and Standards Meeting		