

2023-24 Cockton Hill Infants: Governing Body Actions Log

Date	Meetings Held	Summary Details/ Monitoring/Audit	Other
18 th Sept	Head Teacher / Chair	Annual Governance Statement: updated Governing Board: New members Governors diversity data Estates: Extension/Drains/Playground KPIs and finance Policy approvals Action Plan update Governing Board Agenda items. Ofsted. School/Governors training	
18 th Sept		Security Children Settled in school	
10 th October		School Values	
16 th October	First Pay Review		
16 th October		SEND unit (Butterfly Room) and Sensory Room	
19 th October	HT Performance		
23 rd October	Finance & Premises/Staffing		
23 rd October	Governing Board		
9 th November		Durham Cathedral Trip: Experience: School Values	
20 th November		Pupil Premium and Recovery Premium	
20 th November	Head Teacher / Chair	Action Plan update. Pupil Premium review. School Improvement Plan actions. Finance expenditure. Well-being Capturing 'experience' reviews from Facebook. Governor awards. Governing Board makeup Governor Diversity information	
22 nd November			Ofsted Training

24 th November		Whole School Pantomime Trip: Experience and Behaviour	
30 th November		Community / Families	
7 th December		Safeguarding: Single Central Record and Staff Files	
15 th December		Involvement with Children	
9 th January		School Website Audit	
10 th January	Head Teacher / Chair	Action Plan. KPIs. Estates. Ofsted. Attendance. Curriculum Monitoring. Website Audit.	
10 th January		PE: Blaze Pods	
10 th January		Ensuring appropriate spend on the fabric of the building: Estates	
23 rd January		Review of School Calendar and Events	
7 th February	Curriculum & Standards		
15 th February		Phonics	
6 th March	HT Performance review		
11 th March	Head Teacher / Chair	Action Plan / KPI / Governing Board / Governing Body / Estates / Finance	
11 th March		Health & Safety Walk round	
11 th March		Curriculum Arrangements	
18 th March	Finance & Premises/Staffing		
18 th March	Governing Board		
29 th April	Head Teacher / Chair	Action plan. / Governing Body / Estates / Governing Board Action points / CHJ links / Values cards (Any teacher recognition) / Website	
29 th April		Children's well-being, and monitoring teaching	