

2024-25 Cockton Hill Infants: Governing Body Actions Log

Date	Meetings Held	Summary Details/Monitoring/Audit
27 th Sept 2024		Early Years Pupil Attainment
30 th Sept		Children Well Being Children Settled in school
30 th Sept		Appropriate Spend School Values
30 th Sept	Head Teacher / Chair	Action Plan/KPI/Briefings updates/Governing Board, Agenda, and Governors/Estates/Back to School/SIP/Confidential items/Finance
8 th Oct		Harvest Festival Children Safety / School Values / RE
21 st October	Finance, Estates and Staffing	
21st October	Governing Board	
8 th November	Head Teacher Performance	
13 th November		Pupil Premium
13 th November	Head Teacher / Chair	Action Plan update and actions/Governing Board Action Points/ Ofsted/Staffing/New Governor/Estates/Website
13 th November	Pay Review Committee	
18 th November		Nurture Room
20 th November		Art Exhibition / Curriculum / Community
21 st November		Art Exhibition (Report 2)
2 nd Dec		Safeguarding
20 th Jan 2025	Head Teacher / Chair	Ofsted Report/Actions. Action Plan Update. Estates (see report). Website audit. Monitoring. Governing Body. KPI (Attendance & School Roll)
Feb	Headteacher & Staff process	Monitoring of lesson observations, book scrutiny, learning walks, analysis of standards and data, curriculum planning and delivery etc.

3 rd March	Head Teacher / Chair	Ofsted report and AFIs (Area for Improvement) Action Plan update/KPI and Attendance monitoring/ GB & Finance Agenda/ Website review arrangements/ Extension/ SFVS/ Finances / School role 2025-26 /Surveys
17 th March	Finance, Estates and Staffing	
17 th March	Governing Board	
31 st March	HT Performance Interim Review	
9 th April		Reception trip to Hall Hill Farm
9 th April	Curriculum Committee	Mathematical Fluency Sheets development, Homework, Retention Learning Sheets, Ofsted report and 2 AFIs
7 th May	Head teacher / Chair	Website / Extension / School Roll & Finances / Action Plan / Surveys / Staff acknowledgements / General Updates. / Staff acknowledgements.
7 th May		Experiences: School Calendar / Personal Development Floor Book
7 th May		Retention Learning Sheets
23 rd May		Website Audit
16 th June	Finance, Estates and Staffing	
16 th June	Governing Board	Included: Staff well-being audit, and Governor Self Evaluation Audit.
2 nd July	Head teacher / Chair	Extension / School Roll & Finances / Action Plan / KPI & Presentation format/ General Updates. /Plans for next year: Action Plan /KPI/ Attendance/SIP
4 th July		Year 2 Leavers Presentation
4 th July		School Fund Audit
7 th July	HT Performance Interim Review	
8 th July		School Trip Adventure Valley