

2025-2026 Cockton Hill Infants: Governing Body Actions Log

Date	Action	Summary Details
24 th Sept	Head Teacher / Chair	Action Plan/KPI/Briefings update/Governing Board, /Estates/Back to School/SIP/Finance
24 th Sept	Monitoring	Children Well Being Children Settled in school
24 th Sept	Monitoring	Website follow-on audit
8 th Oct	Monitoring	Harvest Festival
15 th Oct	Monitoring	Low Barns Trip
20 th October	Meeting	Finance, Premises & Staffing
20 th October	Meeting	Governing Board
20 th October	Meeting	1 st Pay Review
10 th November	Meeting	HT Review
24 th November	HT / Chair Meeting	Action Plan/KPI Summary/Briefings/Governing Board, and Action Points /Estates/Back to /Finance/Confidential Items/Website.
24 th November	Special Meeting	1 st Pay Review
24 th November	Monitoring/Audit	Website follow-up audit
24 th November	Monitoring	Reception pupil progress
2 nd December	Monitoring	Pantomime
3 rd December	Monitoring	General School Visit
4 th December	Monitoring/Audit	Website Audit
16 th December	Monitoring	General School Visit Learning retention Sheet
1 st January	Head Teacher / Chair	Items included: Action/Finance/Estates/Governing Board/Monitoring/Attendance
26 th January	Monitoring	Safeguarding – Review LA audit and look at any outstanding actions

2 nd February	Monitoring/Audit	Full Website Audit
4 th February	Meeting	Curriculum & Standards Meeting
6 th February	Monitoring	SEND
13 th February	Monitoring	Coffee Morning/Children's Mental Health Week
2 nd March	Training	Equality Training
9 th March	HT / Chair Meeting	GB/Finance/Estates/Equality/Action Plan
23 rd March	Meeting	Finance, Premises & Staffing
23 rd March	Meeting	Governing Board
22 nd April	Meeting	HT Performance Review
26 th April	Monitoring	Attendance Systems
26 th April	HT / Chair Meeting	Action Plan/Finance & Pupil Numbers/ Extension & Estates / Monitoring / KPIs / SEND / Ofsted
15 th May	Monitoring	Phonics: Early Years
8 th June	Monitoring	Website: Mobile/Tablet functionality
9 th June	Monitoring	Extension: Health & Safety Arrangements
9 th June	HT / Chair Meeting	Action Plan / Pupil Numbers / Extension KPIs / GB / Meetings / Finance / Estates
9 th June	Monitoring	Values: Community
15 th June	Meeting	Finance, Premises & Staffing
15 th June	Meeting	Governing Board
29 th June	Meeting	Curriculum & Standards Meeting
7 th July	Monitoring	Yearly Audit: School Fund