

## Governor Monitoring Schedule 2023/24

Schedule review date: 19<sup>th</sup> October 2024

[Autumn/Spring/Summer] Term:

Focus of visit	Proposed visit date	Governor Name	Lead staff member and role	Reporting arrangements
Safeguarding -	Termly	Helen Wood – Safeguarding Governor Faye Brown – Safeguarding Governor Cathy Barron - Chair	Tara Yorke – Designated Safeguarding Lead and Head Teacher  Natalie Pellet-Ward – Assistant Head Teacher & Deputy Safeguarding Lead	<i>Report to be circulated to chair, DSL, Executive Head Teacher and clerk and a verbal summary to be given at the next full governing board meeting.</i>
Special Educational Needs (SEND)	Termly	Claire Drake – SEND Governor	Tara Yorke – Head Teacher  SENCo	<i>Report to be circulated to all Governors and verbal summary to be given at next FGB.</i>
Health & Safety	Termly	Chris Smith	Tara Yorke – Head Teacher	<i>Report to be circulated to all Governors and verbal summary to be given at next FGB.</i>
Christian Distinctiveness - Foundation Committee	Termly – - Attending Collective Worship - Pupil Discussions - Classroom Visits - Learning Walks	Chris Smith Chris Hanson (Foundation Governors) Cathy Barron (Chair)	Tara Yorke – Head Teacher	<i>Report to be circulated to all Governors and verbal summary to be given at next FGB.</i>
Finance	Termly	Finance Governor Steve Davies & Cathy Barron (Chair)	CEO/Head of School/MAT CFO	<i>Report back to FGB</i>

## SIP & Curriculum Monitoring

Curriculum Area	Teacher/Subject Lead	Link Governors	Time
<b>Maths</b>	Tara Yorke	Claire Drake	Autumn 2
<b>English</b>	Natalie Pellet-Ward	Cathy Barron	Autumn 2
<b>Science</b>	Chris Boothroyd	Chris Smith	Spring 1
<b>History</b>	Tara Yorke	Claire Drake	Autumn 2
<b>Geography</b>	Natalie Pellet-Ward	Cathy Barron	Autumn 2
<b>Art</b>	Sarah Bonham	Steve Davies/Faye Brown	Spring 2
<b>DT</b>	Sarah Bonham	Steve Davies/Faye Brown	Spring 2
<b>Music</b>	Cressida Dolphin	Steve Davies/Faye Brown	Spring 2
<b>PE</b>	Nicki Davies-Campbell	Claire Drake/Chris Hanson	Spring 2
<b>MFL</b>	Natalie Pellet-Ward	Cathy Barron	Autumn 2
<b>Computing</b>	Chris Boothroyd	Chris Smith	Spring 1
<b>Thrive &amp; Mental Health</b>	Tara Yorke	Claire Drake	Autumn 2
<b>EYFS</b>	Sarah Bonham & Tara Yorke	Chris Hanson	Spring 1
<b>RE</b>	Tara Yorke	Chris Smith	Spring 1

### Governor (Link) Responsibilities:

Cathy Barron – English, Geography, MFL, EYFS (Interim) – LINK TO NATALIE PELLET WARD  
Claire Drake – Maths, History, Thrive & Mental Health – LINK TO TARA YORK  
Chris Smith – Science, Computing, RE – LINK TO CHRIS BOOTHROYD  
Steve Davies/Faye Brown – Art, PE, Music, DT – LINK TO SARAH BONHAM  
Chris Hanson – EYFS, PE

## GOVERNOR RESPONSIBILITIES

SAFEGUARDING GOVERNORS – HELEN WOOD, FAYE BROWN, CATHY BARRON (CHAIR)

FINANCE GOVERNORS – STEVE DAVIES, CATHY BARRON (CHAIR)

SEND GOVERNOR – CLAIRE DRAKE

EYFS GOVERNOR – CHRIS HANSON

FOUNDATION COMMITTEE – CHRIS SMITH, CATHY BARRON & CHRIS HANSON

CURRICULUM/PUPIL PREMIUM & ATTENDANCE GOVERNOR – CATHY BARRON

PUPIL PROGRESS MEETINGS – CLAIRE DRAKE & CATHY BARRON

## GOVERNOR LINK RESPONSIBILITIES

Steve Davies/Faye Brown – Art/DT/Music

Cathy Barron – English/Geography/MFL

Chris Hanson – EYFS/PE

Chris Smith – Science/Computing/RE

Claire Drake – Maths/History/Mental Wellbeing & Thrive/PE

## MONITORING NOTES:

Working with the Subject Lead to check that they are undertaking checks on:

Action Planning – Action Plans (Long Term/Medium and Short Term) are up to date

Lesson Drop-Ins

Look at Work in Books to note progress

Pupil Discussions

Learning Walks

Classroom Displays

Planning Scutinies

Monitoring of Reading Folders (English)

Evidence of Diversity

Use of Building Learning Power

Adaptations for mixed year classes/children with SEN/abilities



