

## Governor Monitoring Schedule 2024/25

Schedule review date: 17<sup>th</sup> October 2024

Focus of visit	Proposed visit date	Governor Name	Lead staff member and role	Reporting arrangements
Pupil Progress	Termly	Claire Drake and TBC	All Teaching Staff	<i>Report to be circulated to all Governors and verbal summary to be given at next FGB.</i>
Safeguarding -	Termly	Helen Wood – Safeguarding Governor Kerry McGreavy – Safeguarding Governor Claire Drake - 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	Vanisha Patel – 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) Claire Drake (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 / Chris Smith & Claire Drake	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	Vanisha Patel	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	Vanisha Patel	Autumn 2
<b>Art</b>	Sarah Bonham	Kerry McGreavy	Spring 2
<b>DT</b>	Sarah Bonham	Kerry McGreavy	Spring 2
<b>Music</b>			Spring 2
<b>PE</b>	Nicki Davies-Campbell	Claire Drake/Chris Hanson	Spring 2
<b>MFL</b>	Natalie Pellet-Ward	Vanisha Patel	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 / Kerry McGreavy	Spring 1
<b>RE</b>	Tara Yorke	Chris Smith	Spring 1

### Governor (Link) Responsibilities:

Claire Drake – Maths, History, Thrive & Mental Health – [LINK TO TARA YORK](#)  
Vanisha Patel – English, Geography, MFL, – [LINK TO NATALIE PELLET WARD](#)  
Chris Smith – Science, Computing, RE – [LINK TO CHRIS BOOTHROYD](#)  
Kerry McGreavy – Art, PE, Music, DT, EYFS – [LINK TO SARAH BONHAM](#)  
Chris Hanson – EYFS, PE

## GOVERNOR RESPONSIBILITIES

SAFEGUARDING GOVERNORS – HELEN WOOD, KERRY MCGREAVY, CATHY BARRON (CHAIR)

FINANCE GOVERNORS – CHRIS SMITH, CATHY BARRON (CHAIR)

SEND GOVERNOR – VANISHA PATEL

EYFS GOVERNOR – CHRIS HANSON, VANISHA PATEL

FOUNDATION COMMITTEE – CHRIS SMITH, CLAIRE DRAKE & CHRIS HANSON

CURRICULUM/PUPIL PREMIUM & ATTENDANCE GOVERNOR – CLAIRE DRAKE

PUPIL PROGRESS MEETINGS – CLAIRE DRAKE & TBC

## GOVERNOR LINK RESPONSIBILITIES

KERRY MCGREAVY – Art/DT/Music

VANISHA PATEL – 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

