

Shield Road Governor meetings and monitoring timetable 2018-19 Draft

Area	Governor	Some key lines of enquiry	Type of monitoring	When?	Report to?
Area 1 SG/Attendance/ Behaviour Monitoring 3 times a year	Dan Webb (Mike Walker to check CR)	How do we maintain good SG procedures inc the Central Record and develop them further? How can we best support and monitor CP incidents? How do we achieve 96% attendance? How do we ensure high standards of pupil behaviour in school? How does the school monitor behaviour incidents, serious incidents? How does the school support pupils with behavioural needs?	Checking the central register/ SG policies/ audits reviewing CPOMS Interviewing pupils about safety Discussion on behaviour monitoring/ Review of attendance action plan and current data. Learning Walk including talking to staff and pupils/look at SG board in staff room	Term 1 Before FGB Term 3 before PC meeting Term 6 before PC meeting	FGB 10/10/18 PC meeting 16/1/19 PC meeting 12/6/19
Area 2 Curriculum learning Monitoring twice a year	Steve Adams or new Governor	Is teaching and assessment in the foundation subjects appropriately balanced between skills, subject knowledge and understanding of concepts? OFSTED <u>Have these points been addressed?</u> Information on the school's website about many of the foundation subjects, such as history and geography, lacks any detail about the knowledge, skills and understanding that pupils should have in each class. OFSTED <u>Have this points been addressed?</u>	Discussion with HT re Foundation subjects and evidence of Knowledge and skills being taught. Look at SL action plans Learning walk +Review website. Is there more evidence of detail about the knowledge, skills and understanding that pupils should have in each class?	Term 2 Before FGB Term 5 Before FGB	FGB 28/11/18 FGB 8/5/19
Area 3 Data and standards -Lit / Numeracy Assessment and GDPR Monitoring three times a year	Zaheer Khan	Is there effective pupil tracking and assessment in the school? Are there ambitious and challenging targets for pupils and staff? Is there evidence of rapid progress of all pupils in school? How do standards of progress and attainment compare with National standards? Are we GDPR compliant? What are the next steps for the school?	Are we GDPR complaints? Discussion with BL Review of Target tracker with DH and current pupil targets /progress Review of standards data with HT-End of year,	Term 2 Before FB meeting Term 4 Before FGB Term 6 Before FGB	FB 14/11/18 meeting FGB 27/2/19 FGB 3/7/19
Area4 SEN/PUPIL PREMIUM Monitoring three times a year	Mike Walker/ Claire Troote	Is there effective provision for SEN pupils? Is there effective provision for PP pupils? Is the progress of PP pupils good or better? Is the progress of SEN pupils good or better? How effective are interventions? How effective is the PP budget being spent? Impact How effective is the SEN budget being spent? Impact	Discussion with SENCO on priorities and actions Interviews with PP pupils who had interventions. Evaluation of PP/SEN standards with SENCO and Head	Term 1 Before FGB Term 3 Before PC meeting Term 6 Before FGB	FGB 10/10/18 PC meeting 16/1/19 FGB 3/7/19

<p>Area 5 Communication Stakeholders</p> <p>Monitoring twice a year</p>	<p>Mike Walker/ Claire Troote</p>	<p>Is the school website compliant? Is the school website of a high standard, up to date and easy to navigate? How effective is communication with parents? How does the school support parents? How well do Governors and staff work together? How effective is communication with different stakeholders- external organisations, Secondary schools, Bluebells, Universities etc.?</p>	<p>Monitoring of website. Is it compliant/ focus on statutory policies/documents.</p> <p>Review of Parental Questionnaire results with HT Review of links with stakeholders and impact of these links. Discussion with Jim</p>	<p>Term 2 Before PC meet</p> <p>Term 4 Before FGB</p>	<p>PC meeting 14/11</p> <p>FGB 27/2/19</p>
<p>Area 6 Pastoral issues / Mental Health</p> <p>Monitoring twice a year</p>	<p>Kirstie</p>	<p>How effective is pastoral provision- welfare of children, support, care and guidance? What are the main pupil, family vulnerabilities including mental health needs? How effective is the quality of transition ... from BB to Reception and from Year 6 to Secondary? What is the school doing to meet the needs of vulnerable pupils? What provision is there in school for staff wellbeing? How does the school promote equalities / British values?</p>	<p>Discussion with Head teacher on provision for vulnerable children</p> <p>Learning walk to look for evidence of British values/ equalities issues Discussion with KL/RB/LW on transition arrangements in Rec and Year 6</p>	<p>Term 1 Before FGB</p> <p>Term 4 Before FGB</p>	<p>FGB 10/10/18</p> <p>FGB 27/2/19</p>

Governor meetings	Date
FGB	10/10/18
Pastoral and Curriculum / Buildings and Finance	14/11/18
FGB	28/11/18
Pastoral and Curriculum / Buildings and Finance	16/1/19
FGB	27/2/19
Budget Discussion	24/4/19
FGB	8/5/19
Pastoral and Curriculum / Buildings and Finance	12/6/19
FGB	3/7/19