Annual Business and Monitoring Planner 2025-2026

	Autumn Term 1 30 September 2025 Papers to IL by 22/9	Autumn Term 2 25 November 2025 Papers to IL by 18/11	Spring Term 1 3 February 2026 Papers to IL by 27/1	Spring Term 2 24 March 2026 Papers to IL by 17/3	Summer Term 1 12 May 2026 Papers to IL by 5/5	Summer Term 2 14 July 2026 Papers to IL by 7/7
Vision and Strategic Planning	• SEF • LCC Internal Audit • Strategy LCC • TIP - Update • Governor Action Plan Update • Risk Register	• Review LCC Audit governance actions • LCC Internal Audit • Strategy LCC • TIP - Update • Governor Action Plan Update	• Strategic Review • Succession planning • LCC Internal Audit • Strategy LCC • TIP – Update • Governor Action Plan Update • Risk Register	• LCC Internal Audit • Strategy LCC • TIP – Update • Governor Action Plan Update	• Financial • LCC Internal Audit • Strategy LCC • TIP - Update • Governor Action Plan Update • Risk Register	• LCC Internal Audit • Strategy LCC • TIP – Update • Governor Action Plan Update
Scrutiny	• HT Key Headlines • DPO Report	• HT Full Report including attendance • Loc Lead Report (if needed) • Website Audit	• HT Key Headlines • Sustainability Report	• HT Full Report including attendance • Loc Lead Report (if needed) • 2026-27 Staffing Outline	• HT Key Headlines • Staffing Structure •	• HT Full Report including attendance • Loc Lead Report (if needed)
Teaching and Learning	• End of year pupil data including SATs • Annual calendar of visits and events	• Vulnerable Groups data analysis	• Autumn Pupil Data • Update calendar of events/trips	• Vulnerable Groups data analysis	• Spring Pupil Data • Update calendar of events/trips	• Headline SAT results • SATs Monitoring
Staffing and Pupil Welfare	• Parent Survey Analysis • Safeguarding Audit	• Pupil Survey focus • Safeguarding Audit	• Pupil Survey analysis • Safeguarding Audit (50% complete)	• Staff survey – focus • Safeguarding Audit	• Staff Survey analysis • Final Safeguarding Audit	• Parent survey focus • Safeguarding Audit Action Plan for 2025-6
Finance and Premises	• SFT Reports • Finance report • Carry Forward Plan Outturn/five-year plan • School Fund Audit • Pupil and Sports prem 2024-5 reports • Estate Management Plan	• SFT Reports • Pupil Premium Plan • Finance report • Outturn/five-year plan • SFVS • Carry Forward Plan Update • Health and Safety Report	• SFT Reports • Finance report • Outturn/five-year plan • Carry Forward Plan Update	• SFT Reports • Finance report • Outturn/five-year plan • Finance Benchmarking • Carry Forward Plan Update • Health and Safety Report	• SFT Reports • Finance report • End of year Outturn/five-year plan • 2026-7 Budget	• SFT Reports • Sport Premium Plan • Finance Verbal Update Report • Health and Safety Report

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Governance					
• Gov Compliance incl: • Declarations of Interest • Code of Conduct • KCSIE • Confirm membership • Annual Business Plan • Governor training priorities • Approval of policies • Terms of reference • Policy Review Schedule • Attendance report	• Approval of policies • Governor training plan • Governor Compliance Update • Safeguarding training feedback	• Approval of policies • Review progress in • Review of Governor Induction programme • Review Annual Planner • Policy Approvals Panel Report	• Approval of policies • Mid-year Report on Policy Review Schedule • Mid-year review of Governor training plan • Ofsted Training – feedback • Review of Effective Meetings	• Approval of policies • Meetings calendar • Governor training update/review • Finance Training – feedback • Review Annual Planner • Policy Approvals Panel Report	• Approval of policies • Elect Chair/Vice Chair • Confirm membership • Annual Business Plan • Gov Compliance incl: • Declarations of Interest • Code of Conduct • KCSIE • Review of Effective Meetings

Governor Monitoring

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Church School Distinctiveness	**Daphne Whiteoak**			Report - TBA		Report - TBA	
Attendance	**Debbie Barkes**		Report		Report		Report
Curriculum and Provision TIP P1 and 2	**Shelly Robbins and Natalie Todd**		Report – TBA		Report - TBA		Report - TBA
SEND	**Debbie Beet**		Plans and Resourcing			Impact and pupil data	
Pupil Premiums	**Debbie Beet**						
Safeguarding	**Debbie Barkes**	Safeguarding Audit – Plan of work	Safeguarding Audit – Sections 1 and 2	Safeguarding Audit – Sections 3 and 4	Safeguarding Audit – Sections 5, 6 and 7	Full Safeguarding Audit including Assurance	
Finance and Funds Impact	**Paul Brewster**	Monitoring of Budget Budget for TIP	Monitoring of Budget Pupil Prem Statement	Monitoring of Budget	Monitoring of Budget Financial benchmarking	End of year Accounts Budget preparation	Monitoring of Budget Finance Policy Sport Prem Statement
Premises and Health and Safety	**Debbie Beet**		Report – TBA		Report – TBA		Report – TBA

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