

GOVERNING BODY ACTIVITIES DURING SCHOOL YEAR 2004/2005 (REVISED) See separate policy list

AUTUMN Term	Action	Spring Term	Action	Summer Term	Action
Elect Chair and Vice Chair	✓	Decision on Adoption & Review of Policies	See attached	Agree budget	
Review of Governors with special responsibilities		Prepare Annual report for parents		Review Induction of New Governors	
Review of committees, statutory committees	✓	Review areas of curriculum – update of specific area by subject leader		Review areas of curriculum – update of specific area by subject leader	
Review Twinning	✓	Feedback from Governors with special responsibility		School Improvement Plan - evaluate	
Agree dates of meetings for academic year	✓	Agree type of training package for Governors			
Review areas of curriculum – update of specific area by subject leader	✓ ICT	Agree type of training package for Governors			
Targets for SATs 2006 to be agreed Level 4 & Level 5	✓				
Review of targets (2003-2004) for Headteacher	✓				
Set targets (2004-2005) for Headteacher	✓				
School Improvement Plan – approved and signed	✓				
Review Terms of Reference for committees	✓ Finance ✓ Buildings				
Agree whole governing body training	✓				

Two meetings

**Two meetings, one training session
Annual Meeting for Parents**

Two meetings

