



**BRAMLEY SUNNYSIDE INFANT SCHOOL GOVERNING BODY**

**Structure/Schedule of Meetings for the Academic Year 2024/2025**

<b>Documents</b>	<b>Meeting for approval</b>	<b>Date to be approved by</b>
Revised budget	FGB	18 <sup>th</sup> October 2024
Budget Monitoring	FGB / Leadership & Management	13 <sup>th</sup> December 2024
Submit Bank Account return	Not required	20 <sup>th</sup> December 2024
Approval of Audited School Fund Accounts	FGB	September / October 2024
Budget Monitoring to LA	FGB / Leadership & Management	7 <sup>th</sup> February 2025
Budget Allocation (received in to school February 2025) Initial indication to be shared with Governors	FGB / Leadership & Management	Feb / March 2025
Submit Year end bank accounts return to LA	Not required	28 <sup>th</sup> March 2025
Submit Schools Financial Standard	FGB	28 <sup>th</sup> March 2024
Budget setting	FGB	May 2025
Budget Monitoring	FGB / Leadership & Management	Half Termly (at FGB & L&M meetings)
SEN Information Report	FGB	July 2025 (WP)
Accessibility Plan (reviewed & published every 3 yrs)	FGB	Nov 2026 (WP)
Equality Objectives Action Plan (reviewed & published every 4 yrs)	FGB	May 2027 (WP)
School Uniform Policy (reviewed & Published annually for the summer term)	FGB / Leadership & Management	July 2025 (WP)
PE & School Sport Premium	FGB / ATL	31.7.2025 (WP)

(WP) Website Publication

## Autumn Term 2024:

**Tuesday 24<sup>th</sup> Sept 5.30pm Full Governing Body Meeting- Admin and confirm dates of meetings for the Spring & Summer. Governors sign code of conduct, business interests and skills audit. Governor action Plan, Training and Development Plan. - including budget**

**Tuesday 24<sup>th</sup> Sept 5.30pm Full Governing Body Training Meeting (Safeguarding Training, Review of Governor Code of Conduct Policy, Review Terms of Reference)**

**Tuesday 12<sup>th</sup> November 5.00 pm Additional Full GB meeting**

**Tuesday 22<sup>nd</sup> October 5.00 pm Leadership and Management, Safeguarding, Behaviour & attitudes, Personal Development Committee**

**Tuesday 26<sup>th</sup> November 5.30 pm Full Governing Body Meeting (2) with HT report & data**

## **Governor Week/School Visits – week commencing ? 2024**

### Staff presentations / Updates to Governors: Autumn Term 2024

Date	Meeting	Staff / Governor	Presentation
?	Full GB meeting (Admin)		
?	Full Governing Body Training Meeting (Safeguarding)		
?	Leadership and Management, Safeguarding, Behaviour & Attitudes, Personal Development Committee		
?	Attainment, Teaching and Learning Committee		
?	Full Governing Body Meeting (2) with HT report & budget monitoring		

## Spring Term 2025:

**Monday 3<sup>rd</sup> February 2024 5.30 pm Full Governing Body Training Meeting**

**Governor Week/School Visits – week commencing ? February 2025**

**Thursday 6<sup>th</sup> March 2025 5.30 pm Attainment, Teaching and Learning Committee**

**Thursday 20<sup>th</sup> March 2025 5.30 pm Leadership, Management, Safeguarding and Well Being Committee**

**Thursday 27<sup>th</sup> March 2025 5.30 pm Full Governing Body Meeting with Head Teacher's Report**

### Staff presentations / Updates to Governors: Spring Term 2025

Date	Meeting	Staff / Governor	Presentation
3 <sup>rd</sup> February	Full Governing Body Training Meeting – (OFSTED Preparation & Outstanding safeguarding)		
6 <sup>th</sup> March	Attainment, Teaching and Learning Committee		
20 <sup>th</sup> March	Leadership, Management, Safeguarding and Well Being Committee		
27 <sup>th</sup> March	Full Governing Body Meeting with Head Teacher's Report		

**Summer Term 2025:**

- Thursday 24<sup>th</sup> April 2025**                      **5.30 pm**                      **Full Governing Body Training Meeting**
- Thursday 22<sup>nd</sup> May 2025**                      **5.30 pm**                      **Attainment, Teaching and Learning Committee**
- Thursday 12<sup>th</sup> June 2025**                      **5.30 pm**                      **Leadership & Management, Safeguarding and Well Being Committee**
- Thursday 26<sup>th</sup> June 2025**                      **5.30 pm**                      **Full Governing Body Meeting with Head Teacher's Report**
- Tuesday 1<sup>st</sup> July 2025**                      **5.30 pm**                      **Full Governing Body: Constitution and Training: to ensure all processes have been finalised and evidenced.**

**Staff presentations / Updates to Governors: Summer Term 2025**

<b>Date</b>	<b>Meeting</b>	<b>Staff / Governor</b>	<b>Presentation</b>
<b>24<sup>th</sup> April</b>	<b>Full Governing Body Training Meeting</b>		
<b>22<sup>nd</sup> May</b>	<b>Attainment, Teaching and Learning Committee</b>		
<b>12<sup>th</sup> June</b>	<b>Leadership &amp; Management, Safeguarding and Well Being Committee</b>		
<b>26<sup>th</sup> June</b>	<b>Full Governing Body Meeting with Head Teacher's report</b>		
<b>1<sup>st</sup> July</b>	<b>Full Governing Body: Constitution and Training</b>		