

The Federation of Elson and Gomer Infant Schools

Governing Body Meeting schedule 2024 – 2025

Autumn Term				Clerk's notes
FGB	25th of September	Wednesday 5.30-7.30 pm	Elections Safeguarding audit (deadline 30 th of Sept); review TOR and approve Code of Conduct, MOPP and Financial Practice and Procedures; recruitment of new governors	Declaration of interests; personal data; update of websites and GS: get up to date policy schedule;
FGB	16th of October	Wednesday 5.30-7.30 pm	EHT PMR; Pay committee meeting	Inclusion Managers' report; Curriculum Managers' report
FGB	20th of November	Wednesday 5.30-7.30 pm	Finance: budget revision (deadline 30 th of November). Finance Officers to participate in meeting.	Site Managers' reports
FGB	18th of December	Wednesday 5.30-7.30 pm	Pay committee meeting for support staff Review data from previous years and ASP data; quick recap on budget (in case of changes)	EHT written report; Check available training for WGB
Spring Term				
FGB	29th of January	Wednesday 5.30-7.30 pm	Whole GB training	In person
FGB	26th of February	Wednesday 5.30-7.30 pm	Review SEND provision and outcome of all vulnerable groups	Inclusion Managers' report; Curriculum Managers' report
FGB	26th of March	Wednesday 5.30-7.30 pm	Finance: review spending against budget plan; SFVS (deadline 31 st of March)	EHT written report
Summer Term				
FGB	21st of May	Wednesday 5.30-7.30 pm	Finance: approve budget plan (deadline 31 st of May); Finance Officers to attend meeting; approve 3 year strategic plan (deadline 31 st of May).	Site Manager's report NO CHANCE TO MOVE BECAUSE THE FOLLOWING WEEK IS HALF TERM
FGB	18th of June	Wednesday 5.30-7.30 pm		Inclusion Managers' report; Curriculum Managers' report
FGB	16th of July	Wednesday 5.30-7.30 pm	End of year meeting	EHT written report; Review Governors attendance