

# Finance Planner 2023-24

<b>FB 1 – Business</b> <b>progress data</b>  <b>21.09.23</b>	<b>LGB 2 – Standards,</b> <b>curriculum update &amp;</b> <b>final data update &amp;</b> <b>Christian ethos</b> <i>Pay committee</i> <i>meeting to follow</i> <b>19.10.23</b>	<b>LGB 3 -</b> <b>Community,</b> <b>attendance,</b> <b>safeguarding &amp;</b> <b>finance</b>  <b>23.11.23</b>	<b>LGB1</b> <b>Standards &amp;</b> <b>Quality of</b> <b>Education updates</b> <b>&amp; Christian ethos</b>  <b>01.02.24</b>	<b>LGB2</b> <b>Community,</b> <b>attendance &amp;</b> <b>safeguarding &amp;</b> <b>finance</b>  <b>21.03.24</b>	<b>LGB1</b> <b>Standards,</b> <b>curriculum,</b> <b>review SDP &amp;</b> <b>Christian ethos</b>  <b>16.05.24</b>	<b>LGB2</b> <b>Community, f</b> <b>attendance</b> <b>wellbeir</b>  <b>04.07.2</b>
Welcome & Apologies Completion of Annual declarations/GIAS/D S checks & RPTs Appointment of Chair Vice-Chair Minutes/matters arising Receive & note terms of reference/ Scheme of Delegation Membership/Vacancies Complete skills audit Ad-hoc committee Membership (inc pay, complaints, exclusions, staffing appeals Training & Governor visit arrangements Agree Lead governors* SATs results Safeguarding update SCR tracker review c. overdue Training g from Smart Log Finance update – management report AOB Date of next meeting	1. Welcome & Apologies 2. Declarations of interest & RPTs 3. Minutes/matters arising 4. Head's report 5. School Development Plan (approval) 6. Curriculum plans for the term/year 7. Final data update (validated) 8. Attendance 9. Safeguarding 10. Christian ethos/SIAMS 11. Governor visits & training 12. Chair's action 13. MAT correspondence 14. Data breaches 15. Successes & celebrations 16. Policy review/approval inc. Critical Incident/Emergency Plan inc. Cyber Response Plan 17. AOB 18. Date of next meeting 19. Confidential matters	1. Welcome & Apologies 2. Declarations of interest & RPTs 3. Declarations of AOB 4. Minutes/matters arising 5. Head's report inc. census update 6. Attendance 7. Pupil & Staff wellbeing 8. Safeguarding & SCR tracking inc. overdue Training log from Smart Log 9. SEND update 10. Community links 11. Finance – headlines & management reports, purchasing approvals 12. Data breaches 13. Governor visit & training 14. Chairs action & Governance matters 15. H&S audit review 16. Policy review/approval 17. AOB 18. Date of next meeting 19. Confidential matters	1. Welcome & Apologies 2. Declarations of interest & RPTs 3. Declarations of AOB 4. Minutes/matters arising 5. Data dashboard 6. Quality of education including - Review of SDP against targets - Receive the SEF - Internal monitoring update 7. Attendance 8. Christian Ethos & SIAMS 9. Governor visit & training reports 10. Chair's action 11. MAT correspondence 12. Successes & celebrations 13. Policy review/approval 14. AOB 15. Date of next meeting 16. Confidential matters	1. Welcome & Apologies 2. Declarations of interest & RPTs 3. Declarations of AOB 4. Minutes/matters arising 5. Head's report inc. census update 6. Finance – headlines, management reports & purchasing approvals 7. Governor visits & training 8. Chairs action & Governance matters 9. Community 10. Attendance 11. Pupil & Staff wellbeing 12. SEND 13. Safeguarding & SCR tracking inc. overdue Training log from Smart Log 14. Data breaches 15. Policy review/approval 16. Annual Health & safety premises update 17. AOB 18. Date of next meeting 19. Confidential matters	1. Welcome & Apologies 2. Declarations of interest & RPTs 3. Declarations of AOB 4. Minutes/matters arising 5. Data dashboard 6. Governor training update 7. Chair's action 8. Review impact of SDP/SEF in preparation for new academic year 9. Attendance 10. Christian ethos & SIAMS 11. Governor visit reports 12. Transition for year groups & SATs arrangements 13. Data breaches 14. Policy review/approval 15. AOB 16. Date of next meeting 17. Confidential matters	1. Welcome & Apologies 2. Declarations of interest & RPTs 3. Declarations of AOB 4. Minutes/matters arising 5. Head's report inc. safeguarding/overdue Training from Smart Log 6. Attendance 7. Community links 8. SEND 9. Finance – headlines 10. Governor visits & training 11. Staff/pupil wellbeing report 12. Staffing structure approval 22-23 13. Chairs action & Governance 14. MAT correspondence 15. Data breaches 16. Policy review/approval 17. Successes & celebrations 18. AOB 19. Agree dates for 24 20. Confidential matters