

## THE ROSARY SCHOOL STROUD GOVERNORS' ANNUAL PLAN

| School Development Plan<br>Key Priorities: |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                   |                         |                                                                                  |                             |       |
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|                                            | FGB                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Resources Com.                                                                                                                                                                                                                                        | Standards & Ethos Com.                                                                                                                                                                                                                                                                                                                                                                        | Strategic Com.                                                                                                                                                                                    | Panels & Working Groups | Governor Visits & School Events                                                  | Governors monitoring of SDP | COVID |
| <b>Autumn Term 1</b>                       | <ul style="list-style-type: none"> <li>• Elect chair and vice-chair.</li> <li>• Declaration of interests.</li> <li>• Headteacher's report to focus on SATs, data analysis and SEF.</li> <li>• Review key governor responsibilities, including committee membership.</li> <li>• Approval of governors' annual plan.</li> <li>• Identification of governor training required and available.</li> <li>• Formal review of all policies in categories 1 &amp; 2, per 'policies policy'; arrangements made for changes and for publication on the website.</li> </ul> | <ul style="list-style-type: none"> <li>• Review balances and commitments for year ahead, including capital projects.</li> <li>• Confirm schedule for the completion of audit.</li> <li>• Obtain data on 'how new parents find the school'.</li> </ul> | <ul style="list-style-type: none"> <li>• SATs data</li> <li>• SEF: consider progress against development plan priorities.</li> <li>• Ensure all link governor reports from previous academic year have been uploaded; consider any matters arising from these reports.</li> <li>• Curriculum updates.</li> <li>• New staff; induction.</li> <li>• Website update and developments.</li> </ul> | <ul style="list-style-type: none"> <li>• Confirmation of school development plan priorities and means of governor monitoring, revising and adding to governor annual plan as required.</li> </ul> |                         | Visit 1: Safeguarding & audit.<br>Visit 2: Catholic nature of the school and RE. |                             |       |

**School Development Plan**  
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|                      | FGB                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Resources Com.                                                                                                                                                                                                   | Standards & Ethos Com.                                                                                                                                                                                                                          | Strategic Com. | Panels & Working Groups                                                                                                                    | Governor Visits & School Events            | Governors monitoring of SDP | COVID |
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| <b>Autumn Term 2</b> | <ul style="list-style-type: none"> <li>• Headteacher's report to focus on progress data and on quality of marking and feedback and, by reviewing the last liturgical year, on the religious life of the school.</li> <li>• Agree attendance targets</li> <li>• Safeguarding governor report.</li> <li>• Formal review of all policies in categories 3 &amp; 4, per 'policies policy'; arrangements made for changes and for publication on the website.</li> <li>• Governor visits reports</li> </ul> | <ul style="list-style-type: none"> <li>• Complete audit</li> <li>• Personnel updates eg for newly appointed staff.</li> <li>• Receive confidential report on staff absence in previous academic year.</li> </ul> | <ul style="list-style-type: none"> <li>• Analysis of full data from previous academic year.</li> <li>• Review this year's targets in light of previous year's, results and national standards.</li> <li>• Safeguarding audit review.</li> </ul> |                | <ul style="list-style-type: none"> <li>• Complete headteacher's review (if not done in summer 6).</li> <li>• Pay panel meeting.</li> </ul> | Visit 3: English.<br>Visit 4: Mathematics. |                             |       |

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|                      | FGB                                                                                                                                                                                                                                                                                            | Resources Com.                                                                                                                                                                                                                                                    | Standards & Ethos Com.                                                                                                                                                                                            | Strategic Com.                                                              | Panels & Working Groups | Governor Visits & School Events                                                                               | Governors monitoring of SDP                                                 | COVID |
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| <b>Spring Term 3</b> | <ul style="list-style-type: none"> <li>• Headteacher's report to focus on the first term's work</li> <li>• Review of attendance figures</li> <li>• Review of PM and CPD</li> <li>• Review of any FOI requests</li> <li>• Governor visits reports</li> <li>• Review of risk register</li> </ul> | <ul style="list-style-type: none"> <li>• Monitoring of current status of budget, balances &amp; commitments.</li> <li>• Annual monitoring of health and safety including policy, premises survey and accident book.</li> <li>• Review of risk register</li> </ul> | <ul style="list-style-type: none"> <li>• Monitoring of pupil progress.</li> <li>• Review of teaching standards.</li> </ul>                                                                                        | <ul style="list-style-type: none"> <li>• Review of risk register</li> </ul> |                         | <ul style="list-style-type: none"> <li>• Visit 5: SEND</li> <li>• Visit 6: Science</li> </ul>                 |                                                                             |       |
| <b>Spring Term 4</b> | <ul style="list-style-type: none"> <li>• Headteacher's report to focus on staff appraisals &amp; quality of teaching.</li> <li>• Governor visits reports, (including SEND (and any accessibility issues).</li> <li>• Governors to see response to SRMSAT.</li> </ul>                           | <ul style="list-style-type: none"> <li>• Ensure admissions policy is being followed.</li> <li>• Track current admissions.</li> <li>• Ensure SRMSAT is submitted.</li> </ul>                                                                                       | <ul style="list-style-type: none"> <li>• Despatch of letters to parents of pupils in year 3 seeking volunteers to act as governors.</li> <li>• Mid-year review of pupil progress data, including SEND.</li> </ul> |                                                                             |                         | <ul style="list-style-type: none"> <li>• Visit 7: Pupil premium</li> <li>• Visit 8: SDP priority 1</li> </ul> | <ul style="list-style-type: none"> <li>• Visit 8: SDP priority 1</li> </ul> |       |

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|                      | FGB                                                                                                                                                                                                                                                                         | Resources Com.                                                                                                                                                                                                      | Standards & Ethos Com.                                                                                                                                                                       | Strategic Com.                                                                                                                          | Panels & Working Groups                                                                                               | Governor Visits & School Events                                                                                 | Governors monitoring of SDP                                                                                                                               | COVID |
|----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
| <b>Summer Term 5</b> | <ul style="list-style-type: none"> <li>• Headteacher's report to focus on promoting the school.</li> <li>• Pupil numbers and trends.</li> <li>• School prospectus and website</li> <li>• Governor visits reports</li> </ul>                                                 | <ul style="list-style-type: none"> <li>• Set budget</li> <li>• Review staffing structure</li> <li>• Approve auditors for next year.</li> <li>• Review and ratify all relevant policies for the new year.</li> </ul> | <ul style="list-style-type: none"> <li>• Review and ratify any relevant policies for the new year, as delegated by FGB.</li> </ul>                                                           | <ul style="list-style-type: none"> <li>• Preparation and revision of governors' annual planner for forthcoming academic year</li> </ul> |                                                                                                                       | <ul style="list-style-type: none"> <li>• Visit 9: SDP priority 2</li> <li>• Visit 10: SDP priority 3</li> </ul> | <ul style="list-style-type: none"> <li>• Visit 9: SDP priority 2</li> <li>• Visit 10: SDP priority 3</li> </ul>                                           |       |
| <b>Summer Term 6</b> | <ul style="list-style-type: none"> <li>• Headteacher's report to focus on school development plan priorities.</li> <li>• Development plan for subsequent academic year ratified.</li> <li>• Set dates for FGB and committees.</li> <li>• Governor visits reports</li> </ul> |                                                                                                                                                                                                                     | <ul style="list-style-type: none"> <li>• Establish priorities for forthcoming year and sketch out programme of monitoring visits and so forth.</li> <li>• Review this year's CPD.</li> </ul> |                                                                                                                                         | <ul style="list-style-type: none"> <li>• Headteacher appraisal/ mid-term review (depending on policy here)</li> </ul> |                                                                                                                 | <ul style="list-style-type: none"> <li>• Establish priorities for forthcoming year and sketch out programme of monitoring visits and so forth.</li> </ul> |       |