



Governance Meeting Schedule 2023-2024

Autumn term starts 4 September 2023				
Aspire Schools Trust Board	5:00pm	Wednesday	13 September 2023	Constitutional matters, review of roles linked to TDP and Link Trustees for Safeguarding, SEND and Careers. Review terms of office ending this year. Review of Scheme of Delegation and LGB/Committee Terms of Reference Appointment of Committee Chairs Annual declarations: KCSIE and Interests Review and agree appointment of Internal Scrutineer and other external consultants Review External Review of Governance findings Initial analysis of exam results against targets Chief Executive Officer's Report
Bassingham Primary School LGB	6:00pm	Tuesday	19 September 2023	Constitutional matters, review of roles linked to SIP and Link Governors for Safeguarding, SEND etc (and Careers at SWRA only). Review terms of office ending this year. Plan Governor visits for the term. To note: Scheme of Delegation and LGB/Committee Terms of Reference
Westgate Academy LGB	6:00pm	Monday	25 September 2023	
Sir William Robertson Academy LGB	6:00pm	Wednesday	27 September 2023	Annual declarations: KCSIE and Interests Update on return to school by Headteacher and Headteacher Report (including Curriculum: intent, implementation and impact) Review External Review of Governance findings Initial analysis of exam results against targets Agree SIP and set priorities for the year – link to visits Premises (standing item)
Members AGM	10:00am	Wednesday	4 October 2023	
Aspire Schools Trust Board	5:00pm	Wednesday	11 October 2023	Review TDP and set priorities for the year – link to visits Consider the monthly accounts (and minute) Updates from LGBs Chief Executive Officer's Report
BPS Pay Committee	10:00am	Wednesday	1 November 2023	Provisional date, to be confirmed
WGA Pay Committee	10:00am	Thursday	2 November 2023	Provisional date, to be confirmed
SWRA Pay Committee	9:00am	Tuesday	7 November 2023	Provisional date, to be confirmed
AST Pay Committee	9:00am	Wednesday	8 November 2023	Provisional date, to be confirmed
Finance, Audit and Risk Committee	5:00pm	Wednesday	8 November 2023	Approve draft 2022-2023 year end accounts (external auditor to attend) Summary of changes to Academy Trust Handbook
Bassingham Primary School LGB	6:00pm	Tuesday	14 November 2023	Headteacher Report (including Curriculum: intent, implementation and impact) Discuss unvalidated data and update on pupil progress and interventions SEND and LAC reports Admissions policies
Westgate Academy LGB	6:00pm	Monday	20 November 2023	

				Review of transition – Reception / Year 6-7 Plan visits for Spring term and arrange date for Governor Breakfast
Sir William Robertson Academy LGB	6:00pm	Wednesday	29 November 2023	Review draft Pupil Premium statement and impact statement Benchmarked validated performance data against national and local figures
Aspire Schools Trust Board	5:00pm	Wednesday	6 December 2023	Approve final 2022-2023 year end accounts CEO Report / 2022-2023 Performance Management Review Pay policy Consider the monthly accounts (and minute) Chief Executive Officer's Report
HT/CEO Performance Management Panel				To be confirmed
Spring term starts Tuesday 2 January 2024				
Sir William Robertson Academy LGB	6:00pm	Wednesday	10 January 2024	Headteacher Reports (including Curriculum: intent, implementation and impact) Pupil progress (IAG/FG report and analysis at SWRA AB/DB)
Westgate Academy LGB	6:00pm	Monday	15 January 2024	SIP progress Admission arrangements – approve
Bassingham Primary School LGB	6:00pm	Tuesday	23 January 2024	Self-evaluation/skills audit
Finance, Audit and Risk Committee	5:00pm	Wednesday	31 January 2024	Finance update to 30/11/23 (1 st quarter)
Aspire Schools Trust Board	5:00pm	Wednesday	7 February 2024	CEO Report Trustee and Governor visits and impact Review SEF and progress of TDP SRMSAC review Consider the monthly accounts (and minute) Admission arrangements for all schools Self-evaluation/skills audit Chief Executive Officer's Report
Bassingham Primary School LGB	6:00pm	Tuesday	27 February 2024	Headteacher Reports (including Curriculum: intent, implementation and impact) Pupil Premium update (by Headteacher, DB at SWRA)
Westgate Academy LGB	6:00pm	Monday	4 March 2024	Pupil progress (IAG/FG report and analysis at SWRA AB/DB) SWRA: 6 th Form – progress, quality of teaching, student leadership, vocational learning development (CW)
Sir William Robertson Academy LGB	6:00pm	Wednesday	13 March 2024	Plan Governor visits for summer term and Governor Breakfast Consider questionnaire/survey development for parents, staff and pupils including wellbeing
Finance, Audit and Risk Committee	5:00pm	Wednesday	20 March 2024	Finance update to 28/02/24 (2 nd quarter) SRMSAC review Staffing review
Summer term starts Tuesday 16 April 2024				
Aspire Schools Trust Board	5:00pm	Wednesday	24 April 2024	CEO Report Note SRMSAC approved/submitted

				MAT Development review Governor training update and impact Consider the monthly accounts (and minute) Chief Executive Officer's Report
Sir William Robertson Academy LGB	6:00pm	Wednesday	5 June 2024	Headteacher Reports (including Curriculum: intent, implementation and impact) Safeguarding/Attendance/Behaviour update Pupil progress (IAG/FG report and analysis at SWRA AB/DB) Report from designated LAC teacher Primaries: review PE funding, statement to be published by 31 July Review monitoring arrangements and effectiveness and strategy for next year Review transition
Westgate Academy LGB	6:00pm	Monday	10 June 2024	
Bassingham Primary School LGB	6:00pm	Tuesday	18 June 2024	
Finance, Audit and Risk Committee	5:00pm	Wednesday	19 June 2024	Finance update to 31/05/24 (3 rd quarter) Consider final 3 year BFR and final 2024-25 budget
Aspire Schools Trust Board	5:00pm	Wednesday	3 July 2024	CEO Report Stakeholder voice – how LGBs capture and act on this Approve 3 year BFR and final 2024-25 budget Consider the monthly accounts (and minute) Review monitoring arrangements and effectiveness and strategy for next year Chief Executive Officer's Report
Summer term ends Friday 19 July 2024				

