

Calendar of meetings and schedule of business – 2026-27

(All meetings are scheduled to take place at 4:00 pm at Queensgate Foundation Primary School)

Autumn term 2026

Date	Committee	Key tasks and business to be considered
21 September 2026	Governing Board (1)	• Elect Chair and Vice Chair • Review and agree the constitution, membership and terms of reference of all committees • Ensure compliance with the latest Keeping Children Safe in Education guidance • Governors to sign the governors' code of conduct • Governors to complete declarations of interests • Set any objectives for the Governing Board for the coming year • Consider and confirm the school's vision, values and objectives • Agree clerking arrangements for the Governing Board and its committees • Review the Skills Audit to ensure the board has the necessary skills for the year ahead
13 October 2026	Pay Committee (1)	• Annual pay review • Review the Headteacher's performance and pay
8 December 2026	Governing Board (2)	• Prepare for the Spring skills audit • Consider the school's pupil premium action plan, and PE and sport premium action plan • Review national test results • Challenge and approve pupil performance and targets (December data drop) • Approve the School Development Plan and allocate responsibilities for monitoring via link governors • Review and approve any appropriate policies in accordance with the policy schedule • Review and approve mid-year budget and three-year financial plan • Review management accounts for the latest reporting period

Spring term 2027

Date	Committee	Key tasks and business to be considered
16 March 2027	Finance and Resources Committee (1)	• Consider and agree the budget for 2027-28 • Complete the Schools Financial Value Standard (SFVS) submission • Review estates management to identify priorities for maintenance and development for the following year • Review and approve any changes to the school staffing structure • Review management accounts for the latest reporting period • Review and approve any appropriate finance and resources policies
23 March 2027	Governing Board (3)	• Monitor the constitution, membership and terms of reference of all committees • Receive reports from committees • Review skills audit and agree actions

Summer term 2027

Date	Committee	Key tasks and business to be considered
20 April 2027	Curriculum and Standards Committee (1)	• Challenge and approve pupil performance and targets (March data drop) • Review pupil welfare information to identify priorities for next year, including safeguarding and pupil premium provision • Review and publish equality information and objectives • Review progress of the School Development Plan and link governor reports • Review and approve any appropriate curriculum and standards policies
25 May 2027	Finance and Resources Committee (2)	• Review, approval and submission of three-year financial plan • Review financial management reports for the full year period 2026-27 • Review and approve any appropriate finance and resources policies

Queensgate Foundation Primary School

Date	Committee	Key tasks and business to be considered
6 July 2027	Curriculum and Standards Committee (2)	• Challenge and approve pupil performance and targets (June data drop) • Review progress of the School Development Plan and link governor reports • Review and approve any appropriate curriculum and standards policies
13 July 2027	Governing Board (4)	• Receive reports from committees • Governing Board self-evaluation – review governance impact for the year completed • Review attendance of pupils, staff and governors over the academic year • Review the impact of pupil premium and PE and sport premium for the academic year • Review behaviour incidents, and pupil suspensions and exclusions for the year • Agree calendar of meetings and a schedule of business for the next academic year