

Pegswood Primary School  
Governors in school  
Spring Term 2016



Date	Governors Involved	Focus of visit	Outcomes/Actions	Date completed
19/1/16	Sue Day Mike Willis Emma Miller	Finance meeting – Budget	Budget reviewed – strategies to reduce costs suggested and plan devised for going forward.	19/1/16
2/2/16	Peter Cuthbertson Malcolm Sanderson Susan Layton	Health & Safety Committee meeting	Results of fire safety visit were reviewed and actions agreed.	2/2/16
23/2/16	Mike Willis Peter Cuthbertson Emma Miller	Finance Committee meeting	Projected deficit budget and management thereof discussed and plan of action agreed	23/2/16
1/3/16	Sue Day Rev John Park Sam Willcox	Curriculum Committee meeting	Current data and assessment results discussed and debated	1/3/16
8/3/16	Mike Willis Peter Cuthbertson Emma Miller	Finance meeting – Budget	Budget reviewed in relation to plans drawn up for next year.	8/3/16
8/3/16	Mike Willis Sue Day Sam Willcox	Staffing Committee meeting	Staffing structure for 2016-17 agreed. Shortlisted for year 6 class teacher completed	8/3/16

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	Susan Layton Emma Miller			
14/3/16	Mike Willis Peter Cuthbertson Sam Willcox	Attending Parents' Evening to raise profile of governors and to talk to parents/carers about Parent View questionnaire.	Governors spoke about their role and handed out Parent View questionnaires.	14/3/16
15/3/16	Peter Cuthbertson Rev John Park	Attending Parents' Evening to raise profile of governors and to talk to parents/carers about Parent View questionnaire.	Governors spoke about their role and handed out Parent View questionnaires.	15/3/16
17/3/16	Mike Willis Sue Day Emma Miller	Year 6 teacher interviews	Lessons observed Data sheets scrutinised Worked with School Council Interviews conducted. Appointment agreed.	17/3/16
21/3/16	Sue Day	SEND info for website	Updated SEND info and put on website	21/3/16
21/3/16	Mike Willis Sue Day Rev John Park Paula Higgins Sharon Watson Peter Cuthbertson Sam Willcox Susan Layton	Full Governor's Meeting	To strengthen and develop school governance and satisfy legal requirements as a governing body	21/3/16

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	Emma Miller			
24/3/16	Sam Willcox	Reviewing curriculum policies	Policies reviewed and questions raised in relation to Gov work. Amendments made, page numbers added and questions answered.	24/3/16