



Annual Planner 2026-27

		Autumn Term		Spring Term		Summer Term	
		Term 1	Term 2	Term 3	Term 4	Term 5	Term 6
		1 October	4 December		18 March		8 July
Governors	Substantive Items	•Governor Monitoring Roles/Schedule	•2026-27 SDP Approval •Annual Report & Accounts •Pupil Premium Strategy •Risk register •Parent survey focus •Annual Report & Accounts		•Mid-year Review of SDP •Parent survey outcomes •School Fund Audit •Risk register •Governor Monitoring Roles/Schedule		•Long Term Finance Plan •Staffing Structure •Budget approval •Risk register •Safeguarding Audit/Assurance
	Reports	•Finance Reports	•SLT Report •Finance Reports •Committee Reports •Pupil Numbers and Attendance		•SLT Report •Finance Reports •Committee Reports •Pupil Numbers and Attendance •DPO Report		•SLT Report •Finance Reports •Committee Reports •Pupil Numbers/Attendance
	Governance and Compliance	•Election Chair/Vice Chair •Policy schedule •Terms of Reference •Gov Effectiveness including Attendance/ Impact statements •Approval of policies •New Academies Trust Handbook •Confirm HT appraisal arrangements •Training Priorities and Plan •Governance annual compliance report	•Approval of policies •Review of Governor Self Evaluation Action Plan		•Governor training mid-year review including impact •Approval of policies •Review board priorities •Scheme of delegation •Mid-year review of training Priorities and Plan •Governor Self Evaluation Analysis and Set Action Plan		•End of year review of Training Plan •Term Dates •Annual planner •Dates of Meetings •Committee membership •Approval of policies •Review impact of board priorities •Effectiveness Toolkit •Compliance with Public sector Equality Duty •Confirm HT appraisal arrangements



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	1 October Joint Meeting with Governors	4 December				
Company Member Meetings	• Review 3-year plan • Review of 2025-26 including SDP • 2025-26 SDP Priorities • Board priorities for the year • Governance Review • Approve New Articles	• SDP Priorities • Future Governance of the Company • Annual Report & Accounts • Appoint auditors				
	14 September		TBC		TBC	
Provision and School Improvement Committee	• Staff Presentation • Review Annual Data including ○ SEND ○ Disadvantaged ○ Pupil Premium ○ Joiners • IDSR Data • SDP Draft Plan • Pupil Survey Focus • Admissions policy for 2027 - consultation • Approval of policies		• Diocesan Visit Report • Staff Presentation • SDP Review of Plan • Pupil Survey Outcomes • Pupil Autumn Data ○ SEND ○ Disadvantaged ○ Pupil Premium ○ Joiners • FFT Data • Approval of policies		• Review SEF • SDP Review of Plan • Equalities Information • Curriculum Planning Integrated with Financial Planning • Pupil Spring Data ○ SEND ○ Disadvantaged ○ Pupil Premium ○ Joiners • Impact of intervention • Approval of policies	



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	15 October	19 November	11 February		6 May	17 June
Finance and Audit Committee	<u>Finance</u> Monthly Reports Spending Proposals Preparation of Annula Report Review estate management strategies and plans <u>Audits and Controls</u> Market testing of auditors (if needed) ESFA Management Points Musts and shoulds <u>Premises</u> Premises report H and S report <u>Staff</u> Staffing report Approval of policies	<u>Finance</u> Monthly Reports Spending Proposals Pupil Premium Plan Priorities <u>Audits and Controls</u> Audited Accounts Annual Report ESFA Management Points Website compliance and action plan <u>Premises</u> Premises report Fire safety audit <u>Staff</u> Staffing report Staff pay HT Pay	<u>Finance</u> Monthly Reports Spending Proposals Schedule of Contracts <u>Audits and Controls</u> LCC audit report School Resource Management Self-Assessment Tool Checklist ESFA Management Points/Mentoring School Fund Audit Review asset register Website compliance update on action plan <u>Premises</u> Health and Safety Audit Premises Maintenance Report <u>Staff</u> Staffing report Staff Absence analysis Staff Survey – focus Approval of policies		<u>Finance</u> Monthly Reports Spending Proposals Finance Benchmarking analysis <u>Audits and Controls</u> LCC audit action plan ESFA Management Points ICT audit <u>Premises</u> Security Audit Premises Maintenance Report <u>Staff</u> Staffing report Staff Survey – outcomes Approval of policies	<u>Finance</u> Longer Term Finance Plan Agree Budget Monthly Reports Spending Proposals <u>Audits and Controls</u> Suppliers List Sustainability <u>Premises</u> Premises reports Health and Safety Checklists <u>Staff</u> Staffing report Staffing structure Approval of policies