

















THE LINK ACADEMY GOVERNANCE ANNUAL CYCLE OF BUSINESS

MEETING DATES FOR 2024/2025

	September 2024					October 2024					November 2024					December 2024				
Monday	2	9	16	23	30		7	14	21	28		4	11	18	25	2	9	16	23	30
Tuesday	3	10	17	24		1	8	15	22	29		5	12	19	26	3	10	17	24	31
Wednesday	4	11	18	25		2	9	16	23	30		6	13	20	27	4	11	18	25	
Thursday	5	12	19	26		3	10	17	24	31		7	14	21	28	5	12	19	26	
Friday	6	13	20	27		4	11	18	25		1	8	15	22	29	6	13	20	27	
	January 2025					February 2025					March 2025									
Monday		6	13	20	27	3	10	17	24		3	10	17	24	31					
Tuesday		7	14	21	28	4	11	18	25		4	11	18	25						
Wednesday	1	8	15	22	29	5	12	19	26		5	12	19	26						
Thursday	2	9	16	23	30	6	13	20	27		6	13	20	27						
Friday	3	10	17	24	31	7	14	21	28		7	14	21	28						
	April 2025					May 2025					June 2025					July 2025				
Monday		7	14	21	28		5	12	19	26	2	9	16	23	30		7	14	21	
Tuesday	1	8	15	22	29		6	13	20	27	3	10	17	24		1	8	15	22	
Wednesday	2	9	16	23	30		7	14	21	28	4	11	18	25		2	9	16	23	
Thursday	3	10	17	24		1	8	15	22	29	5	12	19	26		3	10	17	24	
Friday	4	11	18	25		2	9	16	23	30	6	13	20	27		4	11	18	25	

	Trustees 4pm
	Audit Committee 10am
	Finance & GP Comm. 9.30am
	Remuneration Comm.
	Standards & Curriculum 5pm
	AGM 6pm/
	General Meeting 6 pm
	Clerk's meeting 9.30 am
	Moorland Board
	Totnes Board
	Mid Devon
	East Devon Board
	LB Working Party
	Occasional Days
	Non Pupil Days
	Holidays/Bank Holidays

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Board of Trustees 2024/2025

Autumn 1	Autumn 2	Spring 1	Spring 2	Summer 1	Summer 2
					SoD circulated for annual approval
<u>Standard agenda items</u> CEO report, Committee minutes, External inspection reports, Governance, Safeguarding, Health and safety, Trust risk register, Strategic plan, Policies (see policy schedule), Evaluation of governance impact					

Finance & General Purposes Committee 2024/25

Autumn 1	Autumn 2	Spring 1	Spring 2	Summer 1	Summer 2
Terms of Reference	Finance report for Month 2	Finance report for Month 4	Finance report for Month 6	Finance report for Month 8	Finance report for Month 10
Update on final accounts 2022/2023				Budget setting for 2024/2025	Budget Forecast Return
New budget update 2023/2024					Budget setting for 2024/2025
<u>Standard agenda items</u> Property, Human resources, Health and safety, Data protection, Safeguarding, Risk register and strategy plan, ESFA bulletins, Policies (see policy schedule)					

Remuneration Committee 2024/2025

Autumn 1	Autumn 2	Spring 1	Summer 2
Terms of Reference	Appraisals/Pay review for CEO and DCEO		
Staff Annual Pay Review			
<u>Standard agenda items</u> Growth and succession planning, Strategic plan, Staffing, Risk register, Policies (see policy schedule)			

Audit Committee 2024/2025

Autumn	Spring	Summer
Terms of Reference	Academies Financial Handbook	Benchmarking

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Internal audit report	Agree External Auditor (2026)	Internal Auditor to attend to discuss previous year and agree foci for following year
<u>Standard agenda items</u> Internal audit, External audit, PE and sports grant, Health and safety, Data protection, Cyber security, Safeguarding, Risk register and Strategy plan, Policies (see policy schedule)		

Standards & Curriculum Committee 2024/2025

Meeting	Focus	Key Information needed
Autumn 1	<ul style="list-style-type: none"> Analysis and evaluation of pupil outcomes, SATS results and targets for the year ASIP & ATSIP & CPD Plan British Values and preparing for life in modern Britain 	<ul style="list-style-type: none"> Comparisons with national average, and the trend over time for the Trust and for individual schools Outcomes for groups: gender, SEND, PPG, CIC Targets for the year ahead Trust improvement priorities arising from pupil outcomes analysis
Autumn 2	<ul style="list-style-type: none"> Christian distinctiveness/SIAMS Personal Development/Wellbeing of pupils (Rotate with Vision and Values) SEF Overview 	<ul style="list-style-type: none"> Relationship Education PHSE & RHSE Developing cultural capital, and pupil voice EIT overview of the quality and impact of school self-evaluation, practice to share and / or support needed, and its role in informing academy improvement planning
Spring 1	<ul style="list-style-type: none"> Parent and Community Engagement Wellbeing of staff Curriculum subject focus -TBC Safeguarding Audit Mid-year Attendance overview 	<ul style="list-style-type: none"> EIT overview of Parent View and other school surveys for parents, pupils, wider stakeholders, and parish links for our Church schools. How do the Trust ensure that our parents are positive partners?
Spring 2	<ul style="list-style-type: none"> Mid-year progress check and National reporting of KS2 data Provision for PPG & LAC Curriculum subject focus – EYFS (for 2024/2025) 	<ul style="list-style-type: none"> Progress towards Trust targets EIT overview of academy PPG strategies and identification of practice to share, and support needs Impact of PPG spending Rationale around PPG spending What changes are in place that arose from the mid-year assessments.

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Summer 1	<ul style="list-style-type: none"> • Provision and impact for SEND • Subject focus – PE (<i>for 2024/2025</i>) • Quality of teaching including ECT focus (S&C only) and impact on CPD plan 	<ul style="list-style-type: none"> • EIT overview of academy SEND information reports, identification of practice to share and support needs • Trends over time of prime needs, pupils moving on and off SEND registers, meeting progress targets and EHCP objectives • Pupil and parent voice • EIT overview of the validation of the Quality of Teaching and Learning across academies, including the induction programmes for ECTs
Summer 2	<ul style="list-style-type: none"> • Overview of curriculum • Attendance • Behaviour • Verbal report on first unvalidated data outcomes (S&C only) 	<ul style="list-style-type: none"> • EIT overview of Trust vision for the curriculum, and validation of the quality, impact and consistency of curriculum across academies, identification of strengths and areas for support and / or improvement. • Enrichment curriculum and participation in wider opportunities • Overview of impact of behaviour policy and practice, impact of relational approach, and interventions • Exclusions and suspensions
Standard Agenda Items	Local Advisory Committee minutes, Action plans, Safeguarding, Trust risk register, Strategic plan, Policies (see policy schedule), Evaluation of governance impact	

Local Advisory Committees (For dates see above)

Autumn 1	Autumn 2	Spring 1	Spring 2	Summer 1	Summer 2
<u>Feedback on visits on:</u> Analysis and evaluation of pupil outcomes, SATS results and targets for the year ASIP & ATSIP & CPD Plan British Values and preparing for life in modern Britain	<u>Feedback on visits on:</u> Christian distinctiveness/SIAMS Personal Development/Wellbeing of pupils (Rotate with Vision and Values) SEF Overview	<u>Feedback on visits on:</u> Parent and Community Engagement Wellbeing of staff Curriculum subject focus -TBC Safeguarding Audit Mid-year Attendance overview	<u>Feedback on visits on:</u> Mid-year progress check and National reporting of KS2 data Provision for PPG & LAC Curriculum subject focus – EYFS (<i>for 2024/2025</i>)	<u>Feedback on visits on:</u> Provision and impact for SEND Subject focus – PE (<i>for 2024/2025</i>)	<u>Feedback on visits on:</u> Overview of curriculum Attendance Behaviour
<u>Standard agenda items</u> Standards and Curriculum Minutes, Consider next S&C Focus, Feedback from School Ethos Groups/Community Groups, Safeguarding, Governance update, Procedural Matters (SEND, Sports premium grant, Health and Safety (accident books), Staffing, Parents, Growth and Retention)					

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SIAMS/School Ethos Groups

Autumn 1	Autumn 2	Spring 1	Spring 2	Summer 1	Summer 2
How does the school's theologically rooted Christian vision enable pupils and adults to flourish?	How does the school's theologically rooted Christian vision create a culture in which pupils and adults are treated well?	How is collective worship enabling pupils and adults to flourish spiritually?	Is the religious education curriculum effective? (VA only) What is the quality of religious education?	How does the curriculum reflect the school's theologically rooted Christian vision?	How does the school's theologically rooted Christian vision create an active culture of justice and responsibility?
Minutes to be ready for Autumn 2 LACs	Minutes to be ready for Spring 1 LACs	Minutes to be ready for Spring 2 LACs	Minutes to be ready for Summer 1 LACs	Minutes to be ready for Summer 2 LACs	Minutes to be ready for Autumn 1 LACs