

JMc- Joe McCrossan **HT**, JH- James Hor **Inclusion**, CW- Chris Wright **DH**, JK- Joanne Koehler **Office**

SO – Steve Ostler **Caretaker**, Flower- **IT**, MCz- Monika Czernuszewicz **RE Lead**, MY-Michele Yealands **Well Being**

Governors- Safeguarding Sarah Smith (**SS**), Michael Yelton (**MY**) **Health and Safety** John Parrot (**JP**)

Health and Safety monitoring visits

All the areas below have been identified from the LA's Headteacher H and S checklist

Month	Focus	Governors and who?
April	initial planning meeting	JP, JMc
May	Review fire audit	JP, JMc and SO
June	Review caretaker job description	JP, and SO
July	Review risk assessments Travel plan	JP, JMc and SO
September	All H and S policies	JP, JMc and SO
October	Condition survey- walk around for hazards	JP, JMc and SO
November	Pre academy building defect survey	JP, JMc and SO Invitation to Helen Bates (diocese)
December	Fire drill-emergency procedures	JP, JMc and SO
January	Accident and incident reporting	JP, JMc
February	CCC requirements legionella	JP, JMc and SO
March	Training	JP, JMc and SO

Safeguarding monitoring visits

All of the areas below have been identified from the Education Safeguarding Team's Safeguarding Wheel

Month	@4.30pm	Focus	Governors and who?
March		My Concern	SS,MY and JMc
April		Single Central Record	SS,MY and JMc
May		Safer Recruitment	SS,MY and JMc
June		Online Safety	SS, MY and Flower
July		Attendance	SS, MY,JH and the Office
September		Health and Safety	SS,MY and JMc
October		Physical Environment	SS, MY, JMc and SO
November		Behaviour management	SS,MY CW, MY and pupils
December		PSHE and RSE Curriculum	SS,MY, JMc and MCz
January		Prevent Duty	SS,MY and JMc
February		Staff Code of Conduct	SS, MY and staff