

VIKING ACADEMY TRUST



**GOVERNANCE
AUDIT
PROGRAMME**

2023-2024

UPTON JUNIOR SCHOOL



LAB Governor Monitoring Visits

Chair of Governors: Mr R Curtis

Clerk: Mrs N Costin

“Being a school governor or trustee is a challenging but hugely rewarding role. It will give you the chance to make a real difference to young people, give something back to your local community and use and develop your skills in a board-level environment.” National Governors Association (NGA)

Governor Monitoring visits & Actions (with a view to monitor the Upton School Improvement Plan) 2023-24

Visits to link to one or more of the following:

- Safeguarding
- SEND
- Pupil Premium
- School Improvement Priorities (as highlighted in school SIP Priority Wheel), with further detail in full SIP

Governors will complete a 'Note of Visit' (NoV) following each monitoring visit/action. [Click here to access the NoV template](#)

Term	What	Who	Contact	Achieved / Comments	RAG
Visits to be completed prior to LAB in order to be shared at the Term 1 meeting					
1	Improvement Planning: Key Priorities	N.Roby (CoT) & R.Curtis (CoG)	VAT Leadership Team		
10.10.23	Safeguarding - SCR	J Brand (Trustee)	R Curtis		
12.10.23	SEND	N Claydon (Governor)	SENCO		
Visits to be completed prior to LAB in order to be shared at the Term 2 meeting					
2	Improvement Planning: Key Priorities	R.Curtis (CoG)	DA & ML		
01.11.23	School online safety self-review	R Curtis (CoG)	HoS / SENCO		
01.11.23	School safeguarding procedure self-review	R Curtis	HoS / SENCO		
08.11.23	Standards	P Votta (Trustee)	HoS		
07.11.23	Teaching & Learning (English)	R Curtis (CoG)	HoS		
09.11.23	Safeguarding – Pastoral	J Brand (Trustee)	HRD/SENCO		
14.11.23	Cyber Security	D Coe (Governor)	Trust IT Manager		
Visits to be completed prior to LAB in order to be shared at the Term 3 meeting					
3	Improvement Planning: Key Priorities	N.Roby (CoT) & R.Curtis (CoG)	VAT Leadership Team		
30.01.24	Teaching & Learning - Pupil Progress	R Curtis (CoG)	SLT		
02.02.24	Standards (Quality of Education)	P Votta (Standards Lead)	HoS / DoE		
06.02.24	Standards (SEND)	N.Claydon (Governor)	HoS / SENCO		

Visits to be completed prior to LAB in order to be shared at the Term 4 meeting					
4	Improvement Planning: Key Priorities	R.Curtis (CoG)	DA & ML		
18.03.24	Safeguarding & SCR	J Brand (Trustee)	DSL's		
25.03.24	Safeguarding Self Review	J Brand (Trustee)	DSL's		
Visits to be completed prior to LAB in order to be shared at the Term 5 meeting					
5	Improvement Planning: Key Priorities	R.Curtis (CoG)	DA & ML		
27.03.24	Quality of Education – Computing	D Clark (Governor)	C Rowe		
23.04.24	Quality of Education – English	L Felstead (Governor)	GS		
08.05.24	Behaviour	A Somers (Governor)	GS & RK		
Visits to be completed prior to LAB in order to be shared at the Term 6 meeting					
6	Improvement Planning: Key Priorities	N.Roby (CoT) & R.Curtis (CoG)	VAT Leadership Team		
13.06.24	Teaching & Learning	R Curtis	SLT		
21.06.24	Quality of Education (Standards)	P Votta (Trust standards Lead)	HoS		
26.06.24	End of Year Safeguarding	J Brand (Trustee)	SLT / Safeguarding Team		
27.06.24	SCR	J Brand (Trustee)	DSL's		