



# TRUSTEES MONITORING SCHEDULE 2024-25

Area	Trustee	To Look At	Method	Term	Agreed Date	Y/N
<b>Attendance &amp; Behaviour</b>	Sandra Ellepola	<ul style="list-style-type: none"> <li>SEF &amp; development plan</li> <li>Systems and processes</li> <li>Observation of behaviour</li> <li>Outcomes &amp; case studies</li> <li>Student voice</li> </ul>	<ul style="list-style-type: none"> <li>Meet AHT &amp; Attendance Officer</li> <li>Learning walk (inc social times)</li> </ul>	2 4 6	13/12/2024 21/03/2025 06/06/2025	Y N (unable to take place) Y
<b>Careers Statutory</b>	Paul Churcher	<ul style="list-style-type: none"> <li>SEF and development plan</li> <li>Gatsby benchmarks</li> <li>6 careers experiences</li> <li>Destinations</li> </ul>	<ul style="list-style-type: none"> <li>Meet careers lead(s)</li> <li>Meet Y8, 11 and 13 students</li> <li>Visit tutor time/event</li> </ul>	2 4 6	25/11/2024 10/03/2025 17/07/2025	Y Y Y
<b>Cybersecurity</b>	Liz Sutehall	<ul style="list-style-type: none"> <li>Cyber security audit/protocols</li> </ul>	<ul style="list-style-type: none"> <li>Meet with network manager to discuss network audit</li> </ul>	3	20/01/2025	Y
<b>Health &amp; Safety</b>	Paul Churcher	<ul style="list-style-type: none"> <li>SEF &amp; development plan</li> <li>Site safety</li> <li>Accident monitoring</li> <li>Risk management</li> </ul>	<ul style="list-style-type: none"> <li>Meet School Business Manager &amp; Estates Manager</li> <li>Audit outcomes i.e. accidents</li> <li>Learning walk</li> </ul>	1 3 6	26/09/2024 28/01/2025 23/06/2025	Y Y Y
<b>Pupil Premium &amp; Disadvantaged Students</b>	Rakel Eseku	<ul style="list-style-type: none"> <li>Monitor PP plan progress</li> <li>Explore PP progress, attendance &amp; behaviour</li> <li>Explore culture and how this impacts on school processes</li> </ul>	<ul style="list-style-type: none"> <li>Meet HT/PP lead</li> <li>Meet PP students</li> </ul>	2 4 6	29/11/2024 14/03/2025 27/06/2025	Y Y Y
<b>Safeguarding (incl. SCR check), Online Safety &amp; SEND Statutory</b>	Liz Sutehall	<ul style="list-style-type: none"> <li>SEF &amp; development plan</li> <li>Safeguarding systems &amp; processes</li> <li>SEND</li> <li>Student support</li> <li>Outcomes &amp; case studies</li> <li>Online tracking systems and processes</li> <li>Online curriculum &amp; staff CPD</li> <li>Examination of online safety outcomes</li> <li>Student voice</li> <li>Single Central Record</li> </ul>	<ul style="list-style-type: none"> <li>Meet DSL, Head of ICT and SENCO</li> <li>Meet range of targeted students</li> <li>Meet cross section of staff</li> <li>General school learning walk</li> <li>Audit of online safety outcome</li> <li>Visit tutor time/assembly</li> <li>Meet cross section of students</li> <li>Meet with staff members who access the SCR</li> </ul>	2 4 6	02/12/2024 24/03/2025 30/06/2025	Y Y Y
<b>Whole School Wellbeing</b>	Sandra Ellepola	<ul style="list-style-type: none"> <li>Student voice</li> <li>HR systems and processes</li> <li>HR wellbeing charter/plan</li> <li>Outcomes (sickness and support)</li> </ul>	<ul style="list-style-type: none"> <li>Meet with Headteacher and School Business Manager</li> <li>Meet with cross section of staff</li> <li>Audit of outcomes</li> </ul>	6	06/06/2025	Y