**[WOKING](http://www.woking.ac.uk/)** **COLLEGE**

**TRUSTEES’ MEETINGS 2019-20 INCLUDING COLLEGE EVENTS**

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| Date | Meeting/Event | Time | Focus of meeting |
| **2019 / 2020** |  |  |  |
| Wed 18 September 2019 | Trustees’ Conference with staff | 4:15pm | **Performance Review 2018-19** |
| 3and 4 October 2019 | Departmental SAR and QIP Review days | TBC | Trustees invited to provide scrutiny to ensure the rigour of the process |
| Thurs 10 Oct 2019 | College Open Evening | 4:30 – 8:00pm | For prospective students & parents- Trustees welcome to attend |
|  | Half Term |  | Mon 25th Oct- Friday 1st Nov |
| Wed 13 Nov 2019 | Trustees’ Meeting for SAR Review | 6:30pm | **Self Assessment Report 2018-19**  For detailed review and approval |
| Wed 27 Nov 2019 | Finance and Audit Committee | 6.30pm |  |
| Wed 11 Dec 2019 | Trustees’ Meeting | 5.15pm | NB Early start time so that Trustees can attend the Christmas production following the meeting |
| Thurs 12 Dec 2019 | Annual General Meeting ( for Members ) | 4:30pm | **For Members** ( Trustees invited to attend ) |
| 11, 12, 13 Dec 2019 | College Christmas Production |  |  |
| Fri 20th December | Term Ends |  |  |
| **2020** |  |  |  |
| Mon 6 Jan 2020 | Term starts |  |  |
| Wed 29 Jan 2020 | Trustees’ Strategic Plan 2020-2023 Development Meeting (1) | 6.30pm | Trustee input into development of new Strategic Plan |
| 29- 31 Jan 2020 | Mid-Year SAR Review Meetings | Afternoons Time TBC | Trustees invited to attend |
| Wed 12 Feb 2020 | Trustees’ Meeting | 6.30pm | Mid Year SAR Reviews and OFSTED Preparation |
|  | Half Term |  | Mon 17th Feb – Fri 21st Feb |
| Wed 11 March 2020 | Finance and Audit / Risk Committee | 6.30pm |  |
| Wed 25 March 2020 | Trustees’ Meeting | 6.30pm |  |
| Wed 1and Thursday 2 April | Evening of Note Concerts | TBC | Trustees invited- please book tickets via Reception |
| Fri 3 April | Term ends |  |  |
| Monday 20th April | Term Starts |  |  |
| Wed 13 May 2020 | Succession Planning working group | 6.30pm | Review of annual skills audit  Succession planning for Trustee end of terms of office |
| Wed 20 May 2020 | Prospective Trustee interviews | TBC | ( If needed) |
|  | Half Term |  | Mon 25th May to Fri 29th May |
| Wed 10 June 2020 | Trustees’ Strategic Plan 2020-2023 Development Meeting (2) | 6.30pm | Draft Strategic Plan 2020-2023 for Trustee input |
| Wed 17 June 2020 | College Open Evening | 4:30 -8:00pm | For prospective students & parents- Trustees welcome |
| Thursday 18 June 2020 | Finance and Audit Committee | 6.30pm |  |
| Wed 24 June 2020 | College Summer Art Exhibition | TBC | The Lightbox Gallery - Trustees invited to Private View |
| Wed 1st July 2020 | Trustees’ Meeting | 6.30pm |  |
| Fri 10th July 2020 | Term ends for staff |  |  |