

## SCITT Governance Calendar

2019-2020

Key:

Pre-Course Dates	Conference	Strategic Partner Meetings	QA Committee	Tutor and Mentor Meetings	Holiday
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Week Commencing	Specific Date	Assessment Activity/Procedure	Document	Responsibility
1 <sup>st</sup> July 19	Thursday 4 <sup>th</sup> July	Training of Tutors and Mentors	Training Overview Mentor Handbook	SCITT Director
1 <sup>st</sup> July 19	Friday 5 <sup>th</sup> July	Mini Conference	Career Entry Profile	Trainee; mentor and tutor
2 <sup>nd</sup> Sept 19				
9 <sup>th</sup> Sept 19	12 <sup>th</sup> September	Tutor and Mentor Meeting	Agenda	SCITT Director and tutors/mentors
16 <sup>th</sup> Sept 19				
23 <sup>rd</sup> Sept 19				
30 <sup>th</sup> Sept 19				
7 <sup>th</sup> Oct 19				
14 <sup>th</sup> Oct 19	17 <sup>th</sup> October	QA Committee	Agenda	SCITT Director and committee
21 <sup>st</sup> Oct 19	24 <sup>th</sup> October	Tutor and Mentor Meeting	Agenda	SCITT Director and tutors/mentors
28 <sup>th</sup> Oct 19				
4 <sup>th</sup> Nov 19	7 <sup>th</sup> November	Strategic Partner Meeting	Agenda	SCITT Director and Strategic Partners
11 <sup>th</sup> Nov 19				
18 <sup>th</sup> Nov 19				
25 <sup>th</sup> Nov 19				

<b>Week Commencing</b>	<b>Specific Date</b>	<b>Assessment Activity/Procedure</b>	<b>Document</b>	<b>Responsibility</b>
<b>2nd Dec 19</b>	5 <sup>th</sup> December	Tutor and Mentor Meeting	Agenda	SCITT Director and tutors/mentors
<b>9<sup>th</sup> Dec 19</b>	12 <sup>th</sup> December	Quality Assurance Committee	Agenda	SCITT Director and committee
<b>16<sup>th</sup> Dec 19</b>				
<b>23<sup>rd</sup> Dec 19</b>				
<b>30<sup>th</sup> Dec 19</b>				
<b>6<sup>th</sup> Jan 20</b>				
<b>13<sup>th</sup> Jan 20</b>				
<b>20<sup>th</sup> Jan 20</b>				
<b>27<sup>th</sup> Jan 20</b>				
<b>3<sup>rd</sup> Feb 20</b>	6 <sup>th</sup> February	Tutor and Mentor Meeting	Agenda	SCITT Director and tutors/mentors
<b>10<sup>th</sup> Feb 20</b>	13 <sup>th</sup> February	Quality Assurance Committee	Agenda	SCITT Director and committee
<b>17<sup>th</sup> Feb 20</b>				
<b>24<sup>th</sup> Feb 20</b>	28 <sup>th</sup> February	Strategic Partner Meeting	Agenda	SCITT Director and Strategic Partners
<b>2nd March 20</b>				
<b>9<sup>th</sup> March 20</b>				
<b>16<sup>th</sup> March 20</b>				
<b>23<sup>rd</sup> March 20</b>	26 <sup>th</sup> March	Tutor and Mentor Meeting	Agenda	SCITT Director and tutors/mentors
<b>30<sup>th</sup> March 20</b>	2 <sup>nd</sup> April	QA Committee	Agenda	SCITT Director and QA Committee
<b>6<sup>th</sup> April 20</b>				
<b>13<sup>th</sup> April 20</b>				

Week Commencing	Specific Date	Assessment Activity/Procedure	Document	Responsibility
20th April 20				
27th April 20				
4th May 20				
11th May 20	14th May	Tutor and Mentor Meeting	Agenda	SCITT Director and tutors/mentors
18th May 20	21st May	QA Committee	Agenda	SCITT Director and QA Committee
25th May 20				
1st June 20				
8th June 20				
15th June 20	18th June	Strategic Partner Meeting	Agenda	SCITT Director and Strategic Partners
22nd June 20				
29th June 20				
6th July 20	8th July All day 10th July	Examinations Board  Celebration	Agenda	SCITT Director and QA Committee

NB

1. Mentor and Tutor Meetings will be 4-5.30pm
2. Quality Assurance Committee will be 4-5.30pm
3. The Strategic Partnership Board is 2-4.30pm