

The MAT operations year

The rhythm most trusts live by — pin it up, argue with it, adapt it. An operations aid, not statutory advice; dates that move are named by month only.

	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	
	AUTUMN TERM				SPRING TERM				SUMMER TERM				WORKS WINDOW
People & identity	Starter surge — provision accounts, issue inductions, start probation clocks				Mid-year movers — JML changes								Leaver season — recall assets, retire accounts to policy, references out
Safeguarding & SCR	KCSIE update lands — policy re-acknowledgement		Volunteer & governor check sweep				Recruitment season — safer-hiring gates on every shortlist				Contractor DBS at the gate		
Returns & censuses	School census (autumn)		Workforce census — assemble from live records		School census (spring)		School census (summer)						
Estates & H&S	Termly fire drill + roll-call			Winter works — contractor compliance		Termly fire drill		Termly fire drill				Works window — PPM catch-up, surveys	
Governance & board					Autumn board pack		Spring board pack + risk review				Year-end assurance rollup		
IT service	Peak ticket season — triage discipline								Exam-week change freezes				Estate refresh — imaging, rollouts