

Governance statement July 2018

- The Governing Board is made up of 12 Governors including the Head Teacher, plus 2 Associates and 1 ex officio. At the end of this year 2 governors have retired (One after 27years) The GB is currently seeking 2 new governors, one co opted, one parent.
- There are five committees; Staffing, Children & Families, Finance, Facilities, (Pay and Appeals panels meet when and if necessary) The HT's performance management is overseen by a panel of 3 Governors. Governors will also be represented on the School "Well Being "group.
- All Committees' Terms of Reference & Structure have been reviewed and approved and Chairs appointed for 2018/9
- The Head teacher (Mr. Sibley) has provided information, in line with Ofsted requirements (See HT reports in minutes) at each FGB meeting, which includes the Executive Review & Plan & Raising Achievement Plan & evaluating progress and achievement. The HT has reported on Safeguarding & the DHT on Pupil Premium. TLRs have reported on their subject areas.(The HT has now retired, there will be an Acting HT and DHT for terms 1&2 after which the newly appointed HT will take over full time)
- All Governors have visited the school within the Governor Visit Programme (Arranged by the DHT) There is a Visit's Policy & Protocol. Reports of visits are made by Governors and reported back to FGB. Governors have also attended school data evenings.
- Governors attend training in their own time mainly organised by Integra (SG Governor Support). Training opportunities are identified and linked to the needs of Committees. Almost all Governors have attended at least one training session.
- All Governors have relevant DBS and have undertaken Safeguarding & Prevent Training. The GB is also looking at how abusive & aggressive behaviour, towards staff can be managed.
- The annual Staff /Governor Review has been attended by all except Parent Governors (who were looking after their children) whilst Parent/Staff surveys have been undertaken, analysed and reported on.
- The Pay panel met twice during the year.

- Head & Chairs have met regularly & reported to FGB.
- Governors have attended performances, assemblies, Open Afternoons, New parent's Evening and SATs scrutiny. Some have assisted at the annual Friends of Longwell Green Summer fayre held in June.

Work undertaken during the year September 2016 July 2017

N.B. All committees report back to FGB with the exception of the HT's Performance Management. GB is in the process of deciding whether the HT's objectives for the year should be reported to the Board. (This, by its nature, would then remain confidential)

Finance & Facilities

- Each committee has met formally three times, with several intermediate meetings for Finance, as challenging issues were identified. All meetings enjoyed active and full discussion.
- Main Budget- regular review of planned and actual expenditure to ensure effective use of the funds to support teaching & learning, with ad hoc direct reviews by the Chair and SBM for specific financial issues.
- Budget has been monitored on a regular basis to review expenditure and challenges on benchmarking and efficiencies.
- A Devolved capital report has been presented at each meeting. Pupil Premium Funding has been monitored for the most effective use. SLT have been challenged to ensure that capital expenditure is appropriate to maximise positive outcomes for all users of the school assets.
- Health & safety: Fire Drills have been carried out successfully. Lock Down procedure is under review.
- Accident Book is reviewed & analysed regularly.
- A 3 year rolling maintenance programme has been adhered to, much undertaken in house to save on expenditure.
- Sport Funding & allocation has been highlighted with appropriate challenge to ensure allocation delivers expected outcomes for school.
- Policies have been reviewed within committee or forwarded to GB for approval.

Staffing

- There have been 3 full quorate meetings held.
- Staffing changes have been monitored and new staff have been interviewed and appointed.(A Staffing member has been on every interviewing panel)
- Staff absence and Appraisal have been reviewed.
- Teaching levels have been tracked through anonymous review by HT.
- Safeguarding issues have been discussed confidentially; all Governors are up to date with Safeguarding & Prevent training.
- Two reviews, one to Staff, the other for Parents have been co-ordinated & the results of the former published.
- Teachers' Pay Policy has been reviewed and Code of Conduct for Adults working in school, for approval by the FGB. Dealing with Allegations against teachers & other Staff has been partially reviewed.
- All other policies have been reviewed.
- A code of conduct for volunteers has been created & approved.
- Staff induction pack has been examined & commented on.
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- Chair & 2 members form the HT''s performance management panel.
- 6 reviews of the HT's Flexible working have been completed.
- At each meeting staff issues/concerns have been discussed.
- Members have attended appropriate training.
- Staff Survey has been coordinated & presented at Inset.

Children & Families

- At each meeting a representative from the Middle Leadership Team has made a presentation of their curriculum area.
- All agenda items have been linked, if possible, to the ER&P. It has been a standard agenda.

Reports on pupils:

- Pupil progress & attainment; information regarding assessment & tracking across the school. Update by DHT.
- Behaviour reports, including exclusions.
- Pupil attendance reports including Leavers & joiners. Information on overall school attendance, FSM and attendance by class termly. Pupils meeting threshold for extra monitoring and actions taken.
- Teaching & Learning update, HT's report, lesson observations.
- Information & update on National assessments.
- PP report, includes LAC DHT.

School Development:

- Information on: School meals & catering.
- Engagement of parents & carers.
- School council reports.
- Breakfast club reports.
- Residential trips & school visits.
- Equalities update.
- Sport in school/ Sport premium use of.
- Emotional wellbeing & Mental Health

Reports for information:

From TLR leaders, Family Link Advisor and Medical needs of pupils.

All policies reviewed by committees have been ratified or held over, at FGB.

Policies Reviewed:

Early Years Foundation Stage Policy

Collective Worship; SEND; Equalities & Cohesion; Medical conditions; Attendance; Child protection; Safeguarding; Development of ICT; E safety; Healthy relationship Education; Behaviour & Discipline; GDPR.

The Terms of Reference have been agreed & a new chairperson appointed.

Pay Committee

- Has met and ratified the appropriateness of the HT's recommendations for Staff pay progressions and approved all decisions.
- HT's performance management panel has met throughout the year.

The RISE Alliance

- Governors are aware of continuing changes in education provision and have agreed to work as an Alliance with 4 other schools.
- HTs have met regularly.
- DHTs and other Staff combinations have met.
- Chairs of Governors have met.
- Policies are being reviewed as an alliance.
- A new chair has been installed.

Governor objectives for 2018/9

**As the school will have an Acting HT & DHT for terms 1& 2, an immediate objective will be to oversee the smooth transition to substantive HT in term3. To support the Acting HT & Acting DHT. To liaise with the HT elect during terms 1&2.

- To continue to hold the HT and other leaders to account for the educational performance of the school and its pupils and in particular disadvantaged pupils.
- To appoint 2 new governors.
- To oversee the financial performance of the school and ensure that all money is spent wisely for the benefit of all pupils, especially Pupil Premium and Sport premium funding. The latter is being increased and will be subject to OFSTED scrutiny.
- For all Governors to be well trained and up to date in the expectations of the role.(Government initiatives, "Integra" & other Governor services documentation, school visits, sharing responsibility & taking responsibility for individual development)

- To assess the suitability for purpose of small rooms/open spaces around school.
- To liaise with the SBM over the best use of Office time & premises.
- To continue to be very aware of the future of the school in the changing educational climate and to act as required.
- To continue to ensure that Safeguarding procedures are effective.
- To instigate succession planning for the Board & its committees, through training.
- To improve the methods of communication between Staff/Parent Body/Governors re the work of the Governing Board.
- To challenge leaders so as to ensure new and existing staff understand and act upon the Mission statement and Vision and therefore continue to promote the values of the school.
- To continue to inform & lobby the local MP & LA of worsening Budget arrangements as a result of inadequate funding.
- To ensure Performance management and professional development (with the use of a new observation/assessment form) leads to observable improvement in provision.
- To monitor the performance of the GB, through individual feedback and end of term review.