

# Annual Governance Statement for the Governing Body of St Chad's Patchway CE VC Primary School

September 2017

<p><b>In accordance with the Government's requirement for all governing bodies, the 3 core strategic functions of the Primary School Governing Body are:</b></p> <ol style="list-style-type: none"> <li><b>1. Ensuring clarity of vision, ethos and strategic direction;</b></li> <li><b>2. Holding the Headteacher to account for the educational performance of the school and its pupils;</b></li> <li><b>3. Overseeing the financial performance of the school and making sure its money is well spent.</b></li> </ol>	
Governance arrangements	<p>The Governing Body of St Chad's Patchway CE VC Primary School was re-constituted in 2014 and is now made up of 1 staff governor (not including the Headteacher), 2 elected Parent Governors, 1 Local Authority Governor, 3 Foundation governors and 6 Co-opted governors. Co-opted governors are appointed by the Governing Body and are people who, in the opinion of the governing body, have the skills required to contribute to the effective governance and success of the school. Three of the Co-opted governors are parents, and the remaining are members of the local community. The Full Governing Body meets up to 5 times a year and we also have two committees to consider different aspects of the school in detail. At St Chad's Primary we have a Pupils and Standards committee, which looks at the provision for pupils and the standards they achieve, as well as other related aspects such as safeguarding and attendance, and a Resources and Staffing Committee, which focuses on finance, premises and some personnel matters. We also have smaller committees that are formed for specific functions through the year</p>
Attendance and training record of governors	<p>Governors have excellent attendance at meetings and we have never cancelled a meeting because it was not "quorate" (the number of governors needed to ensure that legal decisions can be made). Governors have also kept themselves updated by attending training. Please see the appendix for details.</p>
The work that we have done on our committees and in the governing body	<p>After Receiving positive Ofsted and SIAMS judgements in 2015, we continued to build on those strong foundations, we have enabled a higher level of teaching and intervention support than in past years, the benefits of which are evidenced in the continuing improvements in results at the end of the last school year, the best results of the last few years, at or above national and local authority averages. These improvements were achieved with developing curriculum changes and the new ARE (Age Related Expectations) measures which the school and Governing Board worked hard to apply and interpret.</p> <p>The Governing Board has continued to focus on school improvement, with the Pupils and Standards Committee interpreting key data giving the results of pupil achievement and progress, so that we can be sure that the school is on track to fulfil its ambitious targets for all pupils. This committee has also focused on our "vulnerable groups" of children to ensure that educational provision is fully inclusive of all and to identify how the Pupil Premium Grant is showing impact on pupil outcomes.</p> <p>The Resources and Staffing Committee monitor many aspects of the school including; annual and mid-year budget setting, monthly</p>

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expenditure reviews, staffing issues, health & safety matters, and the school development plan. Previous years have seen some exciting projects being approved by the RS committee, and full governing body, such as the new playground and WC refurbishment. During the last academic year our main concern was managing the ever-challenging budget. We're fortunate in that Mr Brown and his administrative team are vigilant in reviewing their expenditure and enterprising in their efforts to ensure value for money. Through some prudent forecasting we have managed to set a budget for the coming years that remains balanced, which has proved difficult and frustrating given the levels of funding and increasing costs.

The Pupils and Standards Committee is responsible for ensuring the quality of the educational provision at the school. This includes ensuring that pupils of all abilities have access to a good education which provides for their learning needs together with their welfare and physical, social and emotional development. The committee monitors pupil progress and attainment throughout the year, ensuring that focused interventions are utilised to support pupil needs. They have also recently overseen the implementation of a new national curriculum at the school and the standard government age-related marking scheme. Pupil attendance levels, with a proven link to higher attainment, are closely monitored by the committee with school policies in place to ensure robust and consistent controls meet central government expectations in this area.

That said we enjoy the opportunities that our committee brings. As part of the governing body we must not only support the school, but also challenge Mr Brown and his staff to ensure that the children are benefit in all aspects of school life.

The Governors' role includes the ongoing review and approval of school policies, and this year we have considered a number of key policies to ensure that they are topical and meet the necessary statutory requirements. We also continue to implement the Attendance Policy, in line with as a result of legislation changes that no longer allow schools to authorise term time holidays. The Governing Board recognises the problem that this may cause for some parents, but we are very pleased that attendance figures at the school are in line with National averages for the year will continue to drive for improved attendance to ensure that pupils can gain the maximum benefit from their time at St Chad's.

Minutes of Governing Body and Committee meetings are public documents – you can ask at the school office if you would like to see any of the minutes of our meetings and there is a file in the entrance hall containing minutes of meetings from across the year. You can also see the full list of governors; their attendance at meetings; and other information about what we do in the file in the foyer and in Appendix 1 below.

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Future plans for the governors	<p>The implementation of both a new national curriculum and assessment system has placed a heavy demand on the pupils and staff at the school, as these changes are embedded nationally it is expected that standards will increase. We shall endeavour to ensure, through our monitoring and committee activities, that St Chad's continues to deliver a high quality of education, that there is equality of provision for all groups and that every child has the opportunity to grow and develop to reach their full potential.</p> <p>We fully support the school's visions and values which were launched in last year and the school plans to increase the engagement of parents, carers and the broader school community by encouraging active engagement in the learning process.</p> <p>We would also like to remind you that, if you are entitled to register for Pupil Premium (sometimes known as Free School Meals, even though it is much more) you are urged to register. This will open up a whole range of benefits for your child to support them in a wide range of areas in school. We have agreed that each registered child will be granted £100 to spend during their time at St Chad's, to be used for education purposes i.e. uniforms, school trips etc. You can find more information on the 'Key Information' tab underneath 'About us' on the home page of the school website.</p>
How you can contact the governing body	We always welcome suggestions, feedback and ideas from parents – please contact the Chair of Governors, in writing via the school office or by email at <a href="mailto:admin@stchadsprimaryschool.co.uk">admin@stchadsprimaryschool.co.uk</a>

The governing body is running efficiently. In turn the teaching and the outcomes for pupils have continued to improve and are securely above the national and local authority averages. We are proud of the education we provide here at St Chad's and you know that we will continue to build on our successes to create an even better school. We thank you for your support along the way.

I also thank all the governors for their continuing hard work and the support that they have given the school over the last year.

If there are any queries you have after reading this report, please contact me in the ways described above.

Wishing you all well for the academic year.

Bill Fry, Chair of governors.

On behalf of the Governing body

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Name	Category of Governor	Appointed By	Term of Office Ends	Position & Responsibilities	Committee *	Pecuniary Interest	Meeting Attendances	Governor Training
<p>* FGB = Full Governing Body, PS = Pupils and Standards Committee, RS = Resources and Staffing Committee, SMG = Strategic Monitoring Group Governors can attend and observe all committee meetings</p>								
<i>Left the Governing Body during the year</i>					<i>Joined the Governing Body during the year</i>			
Mr D Brown	Head Teacher	By Position	Ex Officio		FGB,PS,RS	Member of Staff		<ul style="list-style-type: none"> <li>• School Visit Leader Training</li> <li>• Headteacher Residential Conference</li> <li>• Grants &amp; Bid Writing for Schools</li> <li>• SIMS Primary Conference</li> </ul>
Mr Anthony Cooke	Co-Opted	Governing Body	02/07/17	<ul style="list-style-type: none"> <li>• Finance</li> <li>• Pupil Premium</li> </ul>	FGB, RS			
Mr Bill Fry	Co-Opted	Governing Body	22/09/19	<ul style="list-style-type: none"> <li>• Chair of Governors</li> <li>• Numeracy</li> <li>• Induction</li> <li>• HT Performance Management</li> <li>• Governor Recruitment</li> </ul>	FGB, SMG	Grandparent		<ul style="list-style-type: none"> <li>• Ofsted Briefing Update</li> <li>• Chairs and Clerks Network Briefing (x2)</li> <li>• Understanding Your Data - Primary School Governors (NCTL RAISEonline Workshop)</li> <li>•</li> <li>• Primary Statutory Assessment in English and Mathematics 2017</li> </ul>
Mrs Kathryn Harris	Co-Opted	Governing Body	22/09/19	<ul style="list-style-type: none"> <li>• Governor Training</li> <li>• Personal Health &amp; Social Education</li> <li>• Relationship &amp; Sex Education</li> <li>• Food in Schools</li> </ul>	FGB, RS, SMG	Parent	Missed 1 RS	<ul style="list-style-type: none"> <li>• Health and Wellbeing in Schools</li> <li>• Prevent</li> <li>• Finance for School Governors</li> <li>• Online Safety</li> <li>• Understanding Your Data - Primary School Governors</li> </ul>

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								(NCTL RAISEonline Workshop)
Rev Howard Jameson	Foundation	By Position	Ex Officio	<ul style="list-style-type: none"> <li>Religious Education / Daily Worship / Spirituality / SIAMS</li> </ul>	FGB			<ul style="list-style-type: none"> <li>Performance Management for Headteachers - The Governors Role</li> </ul>
Mrs S Jenkins	Associate Non Voting	Governing Body			FGB	Member of Staff		
Mrs Kate Kelly	Co-Opted	Governing Body	19/01/18	<ul style="list-style-type: none"> <li>Chair of Pupils &amp; Standards</li> <li>Pupil Premium</li> </ul>	FGB, PS, SMG	Parent	Missed 1 FGB	
Mrs Emma Lippiatt	Foundation	Diocese of Bristol	19/11/16	<ul style="list-style-type: none"> <li>Design Technology</li> <li>HT Performance Management</li> </ul>	FGB, PS	Parent Husband occasionally employed by school for maintenance work	Missed 1 FGB	
Mrs Linda Madge		Governing Body		<ul style="list-style-type: none"> <li>Clerk to Governors</li> </ul>	FGB,PS,RS			<ul style="list-style-type: none"> <li>Chairs and Clerks Network Briefing (x2)</li> </ul>
Ms Heather May	Foundation	Diocese of Bristol	03/12/18	<ul style="list-style-type: none"> <li>Safeguarding</li> <li>Child Protection</li> <li>Children in Care (CiC)</li> </ul>	FGB, RS	Staff at another LA school	Missed 1 FGB	<ul style="list-style-type: none"> <li>Health and Wellbeing in Schools</li> <li>Safeguarding in Schools</li> <li>NCTL Workshop - Disadvantaged Pupils - What Governors Need to Know</li> </ul>
Mrs Maxine	Local Authority	South Glos	01/12/2019	<ul style="list-style-type: none"> <li>Vice-Chair</li> </ul>	FGB, RS	Parent	Missed 1 FGB	<ul style="list-style-type: none"> <li>Prevent</li> </ul>

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<i>Left the Governing Body during the year</i>					<i>Joined the Governing Body during the year</i>			
Morris		Council		<ul style="list-style-type: none"> <li>• Physical Education &amp; Sports</li> <li>• HT Performance Management</li> <li>• Staff Performance Management</li> <li>• Staff Recruitment</li> <li>• Governor Induction</li> </ul>				<ul style="list-style-type: none"> <li>• Understanding Your Data - Primary School Governors (NCTL RAISEonline Workshop)</li> </ul>
Mrs Rebecca Moyce	Co-opted	Governing Body	08/03/20	<ul style="list-style-type: none"> <li>• English</li> <li>• Learning Walks</li> </ul>	FGB, RS	Parent	Missed 1 PS	<ul style="list-style-type: none"> <li>• Provision, Impact and Monitoring in Primary Technology</li> <li>• Governance Today</li> <li>• Expectations in English</li> </ul>
Mr Douglas Osei-Appauh	Parent	School Parents	09/05/20		FGB, RS	Parent		<ul style="list-style-type: none"> <li>• Induction for New Governors</li> <li>• Academy Governance - An Introduction</li> <li>• Safer Recruitment - An Overview for Governors</li> </ul>
Mr Tom Partridge	Co-Opted	Governing Body	08/07/18	<ul style="list-style-type: none"> <li>• Chair of RS Committee</li> <li>• Health &amp; Safety</li> <li>• Modern Foreign Languages</li> </ul>	FGB, RS, SMG	Parent		
Mrs Lynne Rogers	Staff	School Staff	31/08/18	<ul style="list-style-type: none"> <li>• Special Educational Needs</li> <li>• IT / E-Safety</li> </ul>	FGB, PS	Member of Staff	Missed 1 FGB	

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Mrs Rebecca Smith	Co-opted	School Parents	17/10/20	<ul style="list-style-type: none"> <li>• Attendance</li> <li>• Policies</li> <li>• Web Page Monitoring</li> </ul>	FGB	Parent	Missed 2 FGBs	<ul style="list-style-type: none"> <li>• Prevent</li> </ul>
Ms Elaine Taylor	Foundation	Governing Body	17/10/20	<ul style="list-style-type: none"> <li>• Early Years Provision</li> <li>• Science</li> </ul>	FGB, PS		Missed 2 PS Missed 1 FGB	<ul style="list-style-type: none"> <li>• Safer Recruitment- An Overview for Governors</li> <li>• Prevent</li> </ul>
Ms Nic Tymkow	Parent	School Parents	17/11/20		FGB, PS			<ul style="list-style-type: none"> <li>• Induction for New Governors</li> </ul>

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## Governor expenses

**Total Claim for period = £55.14**

Governor claims for travel to training sessions £10.50  
Refreshments for Governor meetings £44.64