

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

September 2018

<p>In accordance with the Government's requirement for all governing bodies, the 3 core strategic functions of the Primary School Governing Board are:</p> <ol style="list-style-type: none"> 1. Ensuring clarity of vision, ethos and strategic direction; 2. Holding the Headteacher to account for the educational performance of the school and its pupils; 3. Overseeing the financial performance of the school and making sure its money is well spent. 	
Governance arrangements	<p>The Governing Board of St Chad's Patchway CE VC Primary School, re-constituted in 2014, is now made up of 1 staff governor (not including the Headteacher), 2 Parent Governors, 1 Local Authority Governor, 3 Foundation governors and 6 Co-opted governors. Co-opted governors are appointed by the Governing Board and are people who, in the opinion of the governing Board, have the skills required to contribute to the effective governance and success of the school. Five of the Co-opted governors are parents, the other a member of the local community. The Full Governing Board meets up to 5 times a year and we also have three 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, a Resources and Staffing Committee, which focuses on finance, premises and some personnel matters, and a Strategic Monitoring Group which is responsible for setting the strategic direction for the Governing Board. We also have smaller committees that are formed for specific functions through the year. Additionally, Governors have individual responsibilities for key aspects and subject monitoring.</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 Board	<p>After Receiving positive Ofsted and SIAMS judgements in 2015, we have 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>

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The Resources and Staffing Committee monitor many aspects of the school including; annual and mid-year budget setting, monthly 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 board, such as the new playground and WC refurbishment. During the last academic year our main concern was managing the ever-challenging budget.

We're thankful to Mr Brown and the administrative team for their vigilance in reviewing the 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 standard of education which provides not only for their specific learning needs, but also their welfare and physical, social and emotional development. The committee monitors pupil progress and attainment across the school throughout the year, ensuring that focused interventions are utilised to support pupil needs. They have also overseen and monitored the implementation and subsequent application of the revised national curriculum at the school, the standard government age-related marking scheme and the changes to data reporting as a result. Pupil attendance levels, with a proven link to higher attainment, are also closely monitored by the committee with school policies in place to ensure robust and consistent controls are in place which meet central government expectations in this area.

That said we enjoy the opportunities that our committee brings. As part of the governing Board we must not only support the school, but also challenge the Headteacher and staff to ensure that the children 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 Board 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

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	<p>foyer and in Appendix 1 below.</p>
<p>Future plans for the governors</p>	<p>Earlier in the year we announced that Darren Brown, our Headteacher, will be leaving St Chad's to take up a new headship in January. Governors have made the decision to appoint Stephanie Jenkins as interim Headteacher</p> <p>We are conscious of the impact Mr Brown's move may have and are keen to ensure stability at the school as we look to appointing a new Headteacher. After careful consideration we asked Stephanie Jenkins, our current deputy, to act as interim head until the start of the new school year in September 2019.</p> <p>In January, we will begin the process of selection to find a new Headteacher, with the objective of making an appointment for the start of the new school year, in September. This will give us time to follow a robust process to appoint a new Headteacher capable of sustaining and further developing the high standards currently demonstrated at the school.</p> <p>We congratulate Mr Brown on his new appointment and wish him well in all his future endeavours. St Chad's has been his first headship, we know that it is very special to him and that he wants to ensure the very best future for the school.</p> <p>We have every confidence in Mrs Jenkins, she has worked very closely with Mr Brown over the years as Deputy Headteacher and Key Stage 2 lead. She demonstrates strong leadership skills and knows the school and pupils very well, in asking her to act as interim head we are sure that the school will be in safe hands through the coming year.</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>

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How you can contact the Governing Board	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 admin@stchadsprimaryschool.co.uk
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The Governing Board 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 Board

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<i>* FGB = Full Governing Board, PS = Pupils and Standards Committee, RS = Resources and Staffing Committee, SMG = Strategic Monitoring Group Governors can attend and observe all committee meetings</i>								
<i>Left the Governing Board during the year</i>					<i>Joined the Governing Board during the year</i>			
Mr D Brown	Head Teacher	By Position	Ex Officio [31/12/18]		FGB, PS, RS	Member of Staff		Introduction to General Data Protection Regulations (GDPR) Headteacher Conference Safer Recruitment (Refresher)
Mr Bill Fry	Co-Opted	Governing Board	06/10/19	Chair of Governors HT Performance Management Governor recruitment	FGB, SMG	None		Chairs and Clerks Network Briefing
Mrs Kathryn Harris	Co-Opted	Governing Board	06/10/19	Governor Training Personal Health & Social Education Relationship & Sex Education Food in Schools	FGB, RS, SMG	Parent	Missed 1 RS	Preparing for Statutory Relationship and Sex Education in Primary and Secondary Schools
Rev Howard Jameson	Foundation	By Position	Ex Officio	Religious Education / Daily Worship / Spirituality / SIAMS HT Performance Management Mathematics	FGB		Missed 1 FGB	New Primary Maths Curriculum - Overview Preparing for Statutory Relationship and Sex Education in Primary and Secondary Schools
Mrs S Jenkins	Associate Non Voting	Governing Board			FGB	Member of Staff		
Mrs Kate Kelly	Co-Opted	Governing Board	19/01/18	• Chair of Pupils & Standards [to Jan 18]	FGB, PS, SMG	Parent	Missed 1 FGB	

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				• Pupil Premium [Impact]				
Mrs Linda Madge		Governing Board		Clerk to Governors	FGB, PS, RS		Missed 2 FGB Missed 1 PS Missed 1 RS	Chairs and Clerks Network Briefing
Ms Heather May	Foundation	Diocese of Bristol		Safeguarding Child Protection Children in Care	FGB, PS	Staff at another LA school		Health and Wellbeing in Schools Safeguarding in Schools NCTL Workshop - Disadvantaged Pupils - What Governors Need to Know
Mrs Maxine Morris	Local Authority	South Glos Council	13/11/19	Vice-Chair HT Performance Management Staff Performance Management Staff Recruitment	FGB, RS	None	Missed 1 FGB	Prevent Understanding Your Data - Primary School Governors (NCTL RAISEonline Workshop)
Mrs Rebecca Moyce	Co-opted	Governing Board	08/03/20	Chair of Pupils & Standards [from Jan 18] English Learning Walks Pupil Premium (Impact)	FGB, RS	Parent	Missed 1 PS	Provision, Impact and Monitoring in Primary Technology Governance Today Expectations in English
Mr Douglas Osei-Appauh	Parent	School Parents	08/05/20	Physical Education & Sports	FGB, RS	Parent	Missed 2 RS	Safer Recruitment – Accredited Training
Mr Tom	Co-Opted	Governing	08/07/22	Chair of Resources	FGB, RS, SMG	Parent		Charing Committees

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Partridge		Board		& Staffing Finance Health & Safety Modern foreign Languages Pupil Premium (Finances)				Effectively National Funding Formula Briefing for Governors Pupil Premium – The Governors Role Data for Beginners – Primary School Governors
Mrs Lynne Rogers	Staff	School Staff	31/08/18	<ul style="list-style-type: none"> • Special Educational Needs & Disability • IT / E-Safety 	FGB	Member of Staff		
Mrs Rebecca Smith	Co-opted	School Parents	16/10/20	Attendance Policies Web Page Monitoring	FGB	Parent	Missed 2 FGBs	Prevent
Ms Elaine Taylor	Foundation	Governing Board	16/10/20	Early Years Provision Science	FGB, PS	None	Missed 1 FGB	Safer Recruitment- An Overview for Governors Prevent
Ms Nic Tymkow	Parent	School Parents	29/11/20	Governor Induction	FGB, PS	Parent		Ofsted Overview fir New Governors Pupil Premium – The Governors Role Effective Challenge Special Educational Needs and Disability (SENF_ Keeping Up to Date Data for Beginners – Primary

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								School Governors

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Governor expenses

Total Claim for period = £103.71

Diocese Training £35.00
Refreshments for Governor meetings £36.01
Stationary and Admin £32.70