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The Governance Statement - Delph Side Primary School

Annual Governance Statement for the Governing Body of Delph Side Primary School January 2016

In accordance with the Government’s requirement for all governing bodies, the 3 core strategic functions of the Delph Side Primary School Governing Body are:

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

Over the past 12 months, the school has strengthened the governing body with 4 new appointments including 2 new parent governors and 2 co-opted governors.

The Governing Body is made up of 2 staff governors (including the Headteacher), 3 elected Parent Governors, 1 Local Authority Governor 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: on our Governing Body

The full Governing Body meets once each term, and we also have a number of committees to consider different aspects of the school in detail. At Delph Side Primary we have a Standards and Effectiveness Committee (SEC) and Curriculum Committee focus on monitoring and evaluating the key targets in the school improvement plan and on teaching and learning, including the progress that the children are making. The Staffing and Finance Committee focuses on finance and some personnel matters. We have a Pay Committee to monitor the pay and performance of teachers. We also have committees that meet, if required, to consider pupil discipline and staffing matters. There is a Sites and Buildings Committee who have the responsibility of ensuring the school building and its furnishings are maintained and further building work is strategic and beneficial to the pupils of Delph Side.

A list of Governors and their responsibilities can be found towards the end of the document.

In addition, the Governing Body now subscribes to professional clerking services from Lancashire County Council.

The work that we have done on our committees and in the governing body

The Governing Body has continued to focus on school improvement with the main actions being to address the areas for improvement identified by the OFSTED inspection in January 2014. In addition, the governing body has continued to action improvement priorities from the External Review of Governance (March 2014) in the following ways:



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Area for improvement	Actions
Link governor to arrange an appropriate programme of training based on the skills audit.	<u>Whole GB training:</u> Effectiveness of the GB (Feb 2015) Preparation for Inspection (Jan 2016) <u>Individual Governor Training:</u> Designated Governor Child Protection Training (July 2015) Safeguarding (Nov 2015) PREVENT (Dec 2015) New Governor (Jan 2016)
Efforts to recruit vacancies focused on any under-represented skills areas	Chair of Staffing and Finance recruited with financial expertise/HR New governor recruited (recently retired headteacher) knowledge of assessment/expectations/HR New governor recruited with understanding of health (former GP) and faith (vicar)
Develop an effective meeting structure with a full calendar of GB meetings that fit in with school development and budget planning cycles.	Annual Governor dates developed and shared with governors; designed to ensure meetings fit in with school cycles and distributed.
Agree a policy for GB visits and to establish a clear purpose and that there is a format to report back to GB.	Policy agreed and format to record visits; visits have taken place.
Non staff governors take on key roles to provide opportunities for other governors to develop and share work load.	Designated governors in place and working in key areas.
Provide opportunities for governors to develop expertise to chair meetings.	Governors have had opportunities to chair meetings in absence of Chair.
Chair to attend termly Chair's Forum.	This has occurred.
Ensure appropriate training to ensure professional clerking.	The governing body now uses professional clerking services from the local authority.
Committees should receive reports from relevant members of staff on effectiveness and impact of policies.	Reports at SEC from SENCo, Pupil Premium Champion, EYFS leader and Headteacher. Reports from School Business Manager at Staffing and Finance and Sites and Buildings. Reports from EVC and Curriculum leader at Curriculum Meetings.
GB to ensure all governors receive meeting papers in good time.	Professional clerking services now provide this.
Support new governors with an induction and training.	Chair meets with new governors to induct them. Training for new governors made available individually and as part of whole GB training.
Governors increase their understanding of the data and monitor pupil progress (including key groups), asking challenging questions to obtain information on issues such as attendance, behaviour and underachievement.	Established through SEC meetings and headteacher reports at full GB.
Governors understand their responsibilities to the financial management of the school and that all financial decisions should be linked with the School Development Plan.	Reflected in the minutes of Staffing and Finance meetings.
Have a clear policy on spending the Pupil Premium, agreed by governors and advertised on the school website.	Policy has been written, approved by governors and is on the website.
Appoint a nominated governor for Pupil Premium.	Neil Scanlan is our nominated governor for Pupil Premium.



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	<p>Use parental views to inform school evaluation and strategic planning.</p>	<p>Parent views expressed in meetings from our three parent governors. Findings of parental questionnaires shared with governors.</p>
<p>Future plans for the governors</p>	<p>The Standards and Effectiveness Committee (SEC) has spent time considering improvements in English and Mathematics, the effectiveness of the curriculum, monitoring new assessment systems and continuing to improve the quality of teaching. Governors also discussed key data from RAISEonline and LSIP as well as internal school 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. We are also concerned about our “vulnerable groups” of children and focus on how the Pupil Premium Grant is being spent by the school and what impact this has on their outcomes. The Sites and Building Committee looks at the maintenance and development of the school premises, and makes decisions about how the school should use the budget. This year we have developed the outdoor entrance to the Nursery; repositioned the outdoor noticeboard; carried out general maintenance work; and have commissioned an architect to plan a new intervention and library space. Our Health and Safety Governor carries out termly checks of the premises with the school’s site manager. Early in the summer term, the Staffing and Finance Committee approved the 2015/16 budget plan for the school.</p> <p>One of the roles for the governors is reviewing and agreeing school policies, and this year we have considered a number of key policies, including a new Assessment policy in line with national changes.</p> <p>Our Safeguarding Governor has completed an annual audit with the headteacher.</p> <p>Subject Governors have taken an active role in the school by meeting with Subject Leaders to review actions and their impact. This has given governors a good understanding of standards and areas of development.</p> <p>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.</p> <p>The Governing Body is keen to continue to develop its skills and expertise and is committed to supporting new governors in their role as well as providing challenge and support to senior and middle leaders in order to ensure continued high standards. With this in mind, governors are committed to further training to carry out their role as governors.</p> <p>In line with what the OFSTED team said, we will continue to improve the quality of teaching and learning, making sure that the work set in lessons helps the children to achieve the best that they can. This will include the writing that the children do and their mathematics. We will ensure that the middle leaders in the school are even better. This will be done through Standard and Effectiveness Committee meetings, Full Governors and visits to the school.</p>	



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How you can contact the governing body	We always welcome suggestions, feedback and ideas from parents – please contact the Chair of Governors, Neil Scanlan, via the school office. You can see the full list of governors and more information about what we do, on the Governors' page of the school website.
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