



Marton & District CE (Aided) Primary School

Getting to know the Governors

Thursday April 14th

6.00 – 7.30pm

Hello from all of us...

Sue Furness
Chair of Govs
Certified Accountant

Stuart Andow
Vice Chair of Govs
Farmer

Ian Arch
Vicar

Helen Boxford
Teaching Assistant

Clare Burwood
Account Manager
Med Comms

Nevin Deakin
Head Teacher

Katie Goodwin
Teacher

Sheila Kent
Tutor in Educational Leadership
& Music Examiner

Martin Lea
Farmer & Business
Owner

Peter Webborn
Manager in Industry

Lucy Wilson
Teacher

Kaite Worlock
Business Consultant

Everyone in pink is a Marton parent

Everyone in blue is involved in Education

An introduction

The Governing Body operates within the legal remit of an Instrument of Governance.
We reconstituted in 2012 following a change in regulations which resulted in us
reducing our membership and streamlining our committees

- As a Governing Body within a Church of England school we are involved not only with the LEA but also with the Diocese (Chester)
- This means that we are accountable for 10% of the cost of any building works >£2K, funded via support from our parishes and rent payments from third parties such as Bizzy Beez
- **3 overarching areas of responsibility;**
 - strategic vision
 - holding the HT to account
 - overseeing financial performance & budget
- In addition we are employers, we set the curriculum and term dates and we are responsible for admissions
- Our Full Governing Body (FGB) meets each term
- Our School Improvement and Development Committee (SID) meets at least once a term but more frequently if necessary
- Our main Committees meet each half term
- Part 1 (public) Minutes of all Governor meetings are available

Governors' Charter

The Governing Body of Marton & District C of E (Aided) Primary School is committed to working in partnership with the Head Teacher and staff to provide the best possible education for our children.

School is committed to safeguarding and promoting the welfare of its children and expects all staff and volunteers to share in this commitment.

Expectations of individual governors are that they will:

- Respect confidentiality and support corporate decisions even where they go against personal opinions;
- Act and take decisions that are in the best interests of the school and not those of self, individuals or groups;
- Regularly attend meetings, including full governing body meetings and relevant committee/working party meetings, and play an active part; where this is impossible, send apologies to the clerk to governors or to the Chair of the meeting;
- Be prepared to contribute personal skills through involving themselves in the work of appropriate committees and/or working parties;
- Prepare for meetings so that they are well informed, having as a minimum read all the papers sent out with the agenda;
- Respect the points of view of other governors even where these differ from their own;
- Raise concerns with the head teacher between meetings in a positive and constructive way;
- Respect the guidelines laid down for governor visits to school;
- Demonstrate their commitment by getting to know the school and becoming involved in school life and activities;
- Support the school with parents and in the community;
- Take a proactive approach to their own training and development.

The Governors' Charter is signed annually by all Governors, alongside any pecuniary interest – both of which are updated to reflect the most recent legislation

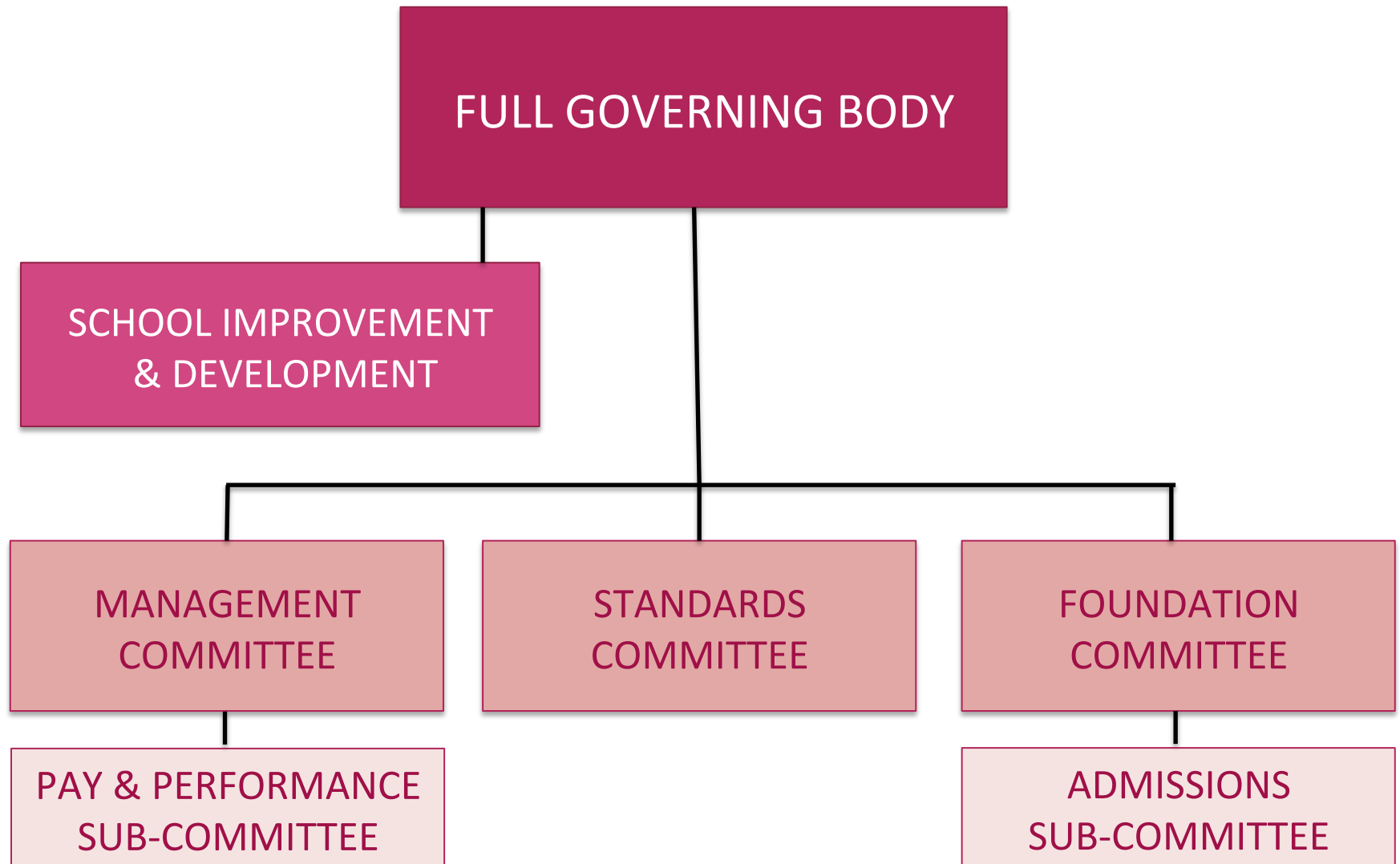
Response to Ofsted

To be judged RI in June 2015 came as a bitter disappointment to everyone. To then be told in December 2015 that despite all our efforts and even though improvements were noted, we weren't affecting change rapidly enough was a further blow. As a result we have looked in detail at how we operate as Governing Body, both overall, and with particular reference to our own leadership and management, to how we hold school to account effectively and in respect of really getting to know the school data.

Specifically:

- We have followed the advice of the LA and are working alongside a National Leader of Governance (NLG) – who was Chair of Governors in a school that moved from RI to Good
- We are also supporting the LA recommended link with a National Leader of Education (NLE) who is working with Nevin and the SLT- this NLE is the Head of an Outstanding school
- Both initiatives are designed to help Governors and staff raise standards and increase effectiveness in response to Ofsted
- Our SID Committee has produced and is implementing our 'Getting to Good by December 2016' action plan, reporting to the LA regularly along the way
- Governors have continued up-skilling through training to ensure we are properly qualified to do our job – annual skills audit is carried out and gaps identified are being actively addressed
- We have greater integration in school process and practices and are much more immersed in day to day events
- We don't take as gospel what we're told – our change in culture has made us question and challenge much more and in greater detail
- With assistance from our NLG we have begun working towards the Governor Mark – a quality mark scheme of accreditation

How we are structured



Our committees in detail

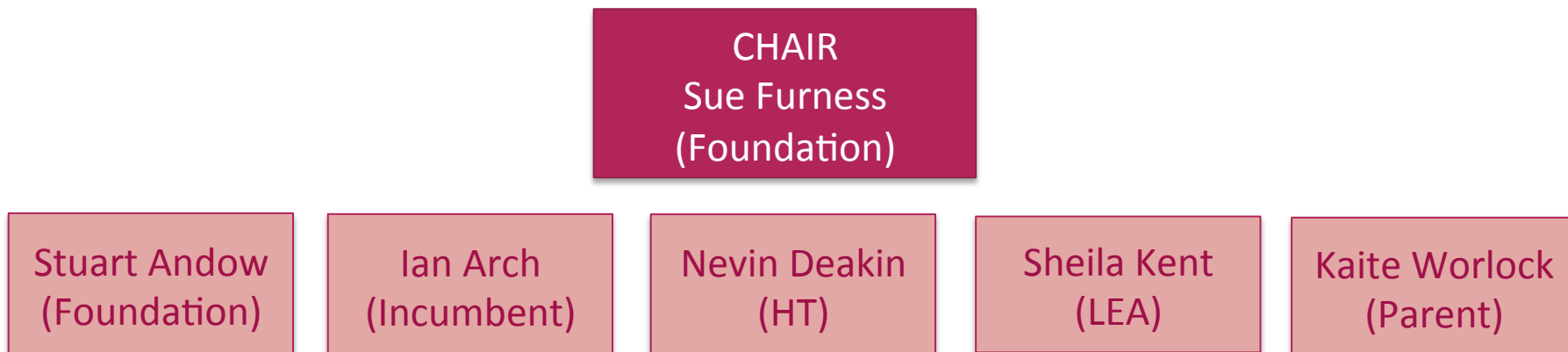
Full Governing Body (FGB)

- 12 members
- 7 x foundation Governors (from our 6 parishes plus incumbent of Marton)
- 2 x parent Governors
- 1 x staff Governor
- Head Teacher
- 1 x LEA Governor

Plus: Clerk

All but two of the roles (Head Teacher and exofficio incumbent) are for a term of 4 years and are appointed by their relevant body e.g. Foundation Governor by the PCC, Parent Governor by school families etc.

School Improvement & Development (SID)



Established in reaction to Ofsted this committee has produced an action plan focussed on 'Getting to Good by Dec 2016'. The need for/role of this committee will be reviewed once we reach 'Good' and may be disbanded

Responsibilities include:

- Reviewing, challenging the subject action plans – with particular reference to: book scrutinies, teaching observations, Pupil Premium money, SEN, effective use of available resources
- Monitoring pupil progress rigorously to ensure that the required levels of progress are being achieved. Where there is insufficient progress after an in depth review, actions, interventions etc. will be identified to overcome the lack of progress
- Ensuring that the financial impact of the action plans are reflected in the school's budget accurately and monitored accordingly.

Where necessary we co-opt other governors/staff in to the group to utilise their specialist skills. Meetings timetabled to ensure that they are an effective part of the school's management process.

Management Committee

CHAIR
Stuart Andow
(Foundation)

Clare Burwood
(Foundation)

Nevin Deakin
(HT)

Sue Furness
(Foundation)

Pete Webborn
(Foundation)

TO CONTRIBUTE TOWARDS THE SDP AND MONITOR THE IMPLEMENTATION OF THE SDP/OFSTED ACTION PLAN IN 3 KEY AREAS:

PREMISES

- Liaison with Diocesan Board of Education, and Diocesan building consultant as the school buildings are owned by the diocese and the land by LA
- Management & maintenance of premises & grounds, security, Health & Safety inc. approval of costs
- Asset Management Plan
- Production of Letting & Charging Policy and negotiation and preparation of third party rental contracts
- Liaison with the local authority's Policy Team and /or Environmental Regeneration Department
- Ensuring that Governors' responsibilities are discharged regarding litter under the Environmental Protection Act 1990

FINANCE

To provide guidance and assistance to the Head Teacher and the governing body in all matters relating to the budget and finance, SDP and Ofsted Action Plan

- To recommend the level of delegation to the Head Teacher for the day-to-day financial management of the school
- To vire funds, if necessary, within limits set by the governing body and report the financial situation to the governing body each term.
- Oversee MIFP
- Complete annual SFVS return

PERSONNEL – Staffing

To draft and keep under review a policy statement on staff consultation for approval by the governing body and to undertake any formal consultations on personnel matters

- **Discipline/Grievance**
- **Redundancy**
- **Salaries**

To consider the whole School Pay Policy annually.

- **Staffing structure**

Standards Committee

CHAIR
Kaite Worlock
(Parent Gov)

Helen Boxford
(Foundation)

Nevin Deakin
(HT)

Katie Goodwin
(Parent Gov)

Sheila Kent
(LEA Gov)

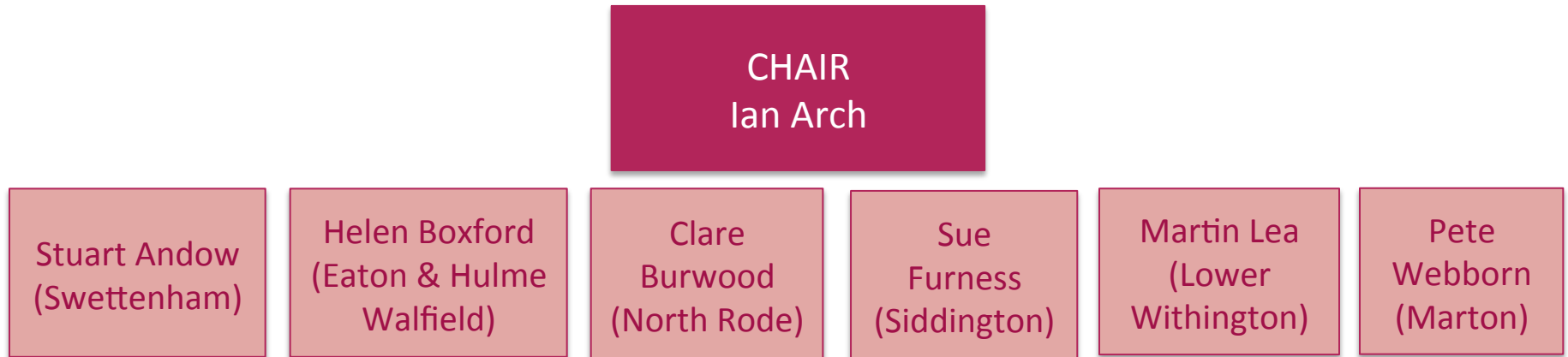
Martin Lea
(Foundation)

Lucy Wilson
(Staff Gov)

FOCUSSED ON TEACHING AND LEARNING, PROGRESS AND ACHIEVEMENT

- Advising upon school improvement standards, the School's Curriculum Statement, the LA's Curriculum statement and its statutory obligations under the National Curriculum
- To seek the assistance of staff, in providing information about how the Curriculum is taught, evaluated and resourced
- To approve and monitor school attainment and improvement targets, including the use of local and national comparative data and provide progress reports to the Full Governing Body.
- To ensure that the requirements of children with Special Educational Needs, Looked after Children and Gifted and Talented Children are met
- To review how the pupil premium is being used and the benefits being obtained, publish as required
- To set and monitor targets for pupil attendance
- To ensure the compliance of all policies relating to safeguarding and that it permeates through all aspects of school life.

Foundation Committee



A CRUCIAL COMMITTEE IN A CHURCH OF ENGLAND SCHOOL

- Overarching remit is to ensure support of the Christian ethos within school
- Responsible for ensuring preparation for SIAMS inspection – school inspection of Anglican and Methodist schools
- Liaise with Parochial Church Councils – PCCs
- Ensure that the mission statement has an Anglican emphasis ; 5% of curriculum is RE

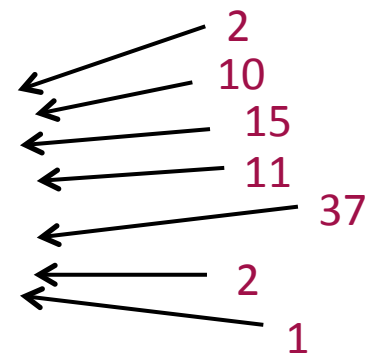
A sub-committee of the Foundation Committee is responsible for school admissions alongside the Head Teacher

Policy Schedule

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| Curriculum Policy | Approval Date | Next Review | Update or Rewrite | Responsibility (by role not name) | Committee | KEY |
|--|---------------|-------------|-------------------|-----------------------------------|-----------|--------------|
| Assessment for Learning | Oct-15 | Sep-16 | u | | s | |
| Early Years | Oct-15 | Sep-16 | u | | s | Housekeeping |
| Humanities | Oct-15 | Sep-16 | u | | s | Management |
| ICT | Oct-15 | Sep-16 | u | | s | Standards |
| Intimate Care & Close Personal Contact | Oct-15 | Sep-16 | u | | hk | Foundation |
| Literacy | Sep-15 | Sep-16 | u | | s | |
| Maths | Oct-15 | Sep-16 | u | | s | Update |
| Nursery Toilet Training | Oct-15 | Sep-16 | u | | hk | Rewrite |
| Science | Oct-15 | Sep-16 | u | | s | New |
| SEN | Oct-15 | Sep-16 | u | | s | |
| RE | Oct-15 | Sep-16 | u | | f | |
| School Management Policy | | | | | | |
| Accessibility | ? | Sep-16 | u | | m | |
| Admission | Jul-15 | Dec-16 | u | | f | |
| Anti-bullying | Sep-14 | Sep-16 | u | | f | Inc. KIVa |
| Attendance & Punctuality | ? | Sep-16 | u | | m | |
| Bad Debt | Mar-15 | Mar-17 | u | | m | |
| Behaviour & Discipline | Nov-12 | Sep-16 | u | | f | |
| CE Model Pay | Sep-15 | Sep-16 | u | | m | |
| Charging & Remission | Nov-14 | Sep-16 | u | | m | Inc. Nursery |
| Collective Worship | Sep-13 | Sep-16 | u | | f | |
| Communications | | | r | Communications Gov | s | |
| Community Cohesion | Sep-14 | Sep-16 | u | | f | |
| Complaints | Oct-13 | Sep-16 | u | | m | |
| Educational Visits | ? | Sep-16 | u | | s | |
| Equality | ? | Sep-16 | u | | f | |
| Exclusion | ? | Sep-16 | r | | f | |
| Health & Safety | Dec-15 | Sep-16 | u | | m | |
| Health & Safety Welfare | ? | Sep-16 | u | | m | |
| Homework | ? | Sep-16 | u | | s | |
| Inclusion | ? | Sep-16 | r | | s | |
| Marking | Jan-16 | Sep-16 | u | | s | |
| Medical Conditions | Sep-15 | Sep-16 | u | | m | |
| Parental Responsibility | Apr-16 | Sep-16 | u | | ? | HK??? |
| PE | Sep-14 | Sep-16 | u | | s | |
| PSHE | Sep-14 | Sep-16 | u | | f | |
| Pupil Premium | Dec-15 | Sep-16 | u | | m | |
| Safeguarding | Sep-15 | Sep-16 | u | | s | |
| Sex & Relationships | ? | Sep-16 | u | | f | |
| Well Being | ? | Sep-16 | u | | f | |



Please note: this schedule is currently being updated so is provided here to demonstrate the range of policies in place in school and show the committee responsibilities

Governor Link Roles & Responsibilities

| GOVERNOR | LINK ROLE | OTHER RESPONSIBILITIES |
|---------------|--------------------------------|--|
| IAN ARCH | RE & WORSHIP | SIAMS, SID |
| STUART ANDOW | | VICE-CHAIR, TREASURER, HOUSEKEEPING, ADMISSIONS, SID |
| HELEN BOXFORD | EYFS | |
| CLARE BURWOOD | PUPIL PREMIUM & SPORTS PREMIUM | GOVERNOR TRAINING |
| NEVIN DEAKIN | | ADMISSIONS, RECRUITMENT, SID |
| SUE FURNESS | MATHS | HOUSEKEEPING, ADMISSIONS, RECRUITMENT, SID, HTPM, CECF |
| KATIE GOODWIN | SEN & SAFEGUARDING | |
| SHEILA KENT | | NQT, RECRUITMENT, SID, HTPM |
| MARTIN LEA | ENGLISH | |
| PETE WEBBORN | | HTPM |
| LUCY WILSON | | SEN |
| KAITE WORLOCK | DATA | RECRUITMENT, COMMUNICATION, SID |

Just to summarise...

- In working with the NLE, some practices and procedures that we have initiated at Marton are now being adopted within the NLE's schools
- Staff from the NLE's schools are coming to Marton to learn from our staff
- The relationship between Governors and staff has never been stronger - we have adopted an open and honest culture where challenge and advice are given and received positively and with the sole purpose of raising standards and maximising effectiveness
- The PIRA and PUMA tests have shown that our children are performing strongly against the national average which in turn is showing that our teaching practices and teacher assessment are both appropriate and effective
- Impact Groups for Maths are having a positive effect on the vast majority of children in terms of progress

Thank you for your time

Any further questions