

Annual Statement for the Board of Governors, Kirkstall Valley Primary School, July 2018

In accordance with the Government's requirement for all governing bodies, the 3 core strategic functions of the Kirkstall Valley Primary School Board of Governors 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

The Board of Governors was reconstituted in 2014 and is now made up of: 2 staff governors which includes the Headteacher, 1 Local Authority appointed governor, 4 co-opted governors and 5 parent governors. Co-opted governors are appointed by the Board of Governors and currently all come from the local community; they have the relevant skills to be effective members of the Board. The Board of Governors are also supported by 2 Associate Governors who are the Office Manager with budget responsibilities and the Site Manager with Health & Safety responsibilities. As at July 2018, there are no vacancies on the Board.

The Board of Governors meets 3 times per year (once per term) with extraordinary meetings being called if necessary. The rest of the work is undertaken at committee level or by individual governors with specific responsibilities. The committees at Kirkstall Valley are: Teaching & Learning (previously known as Curriculum); Resources, which considers finances, premises and personnel issues (previously known as Finance & Staffing); Pupil Support; and Pay Appeals. We also have a Strategic Planning Group, which all governors are a member of, which meets at timely intervals to discuss a specific topic that requires attention, for example a focus on attendance or to review the school improvement plan.

Attendance record of governors

Attendance of governors is good and we have never had to cancel a meeting because it wasn't quorate (the number of governors needed to ensure that decisions meet legal requirements). You can find a record of governor attendance on the school website.

The work we have done

The Governing Body has had a challenging but rewarding year. We continued to work with and support Mrs Richardson and Miss Wild, and we have enjoyed working in partnership with Shire Oak Primary during the Spring and Summer Terms. We have successfully recruited Mr Robertson as our new Headteacher from September, after an interesting 2 days of meeting with a range of high calibre candidates.

The Teaching & Learning Committee has spent significant time reviewing the quality of teaching and learning with the leadership team, with a view to ensuring that the high expectations of the school are achieved. SATs results are reviewed each year by the committee in respect of their performance against previous years and other schools locally and nationally. This year, the committee has looked in greater detail at the standard of writing and introduced a handwriting award that is given twice-yearly. SATs results for the year were extremely pleasing. This is a reflection of the hard work by our children who have been supported all year round by the whole Kirkstall Valley team, but in particular by Miss Wild and Miss Fuller. The committee will be considering how this was achieved with the aim of good practice being replicated in future years.

The Resources Committee look at the maintenance and development of the school premises, and makes decisions about how the school should use the budget. Early in the summer term, we approved the 2018/19 budget plan for the school; we are pleased to report that the school is in a stable position financially and can afford to operate the staffing plan which has been very carefully considered before being communicated to parents. We are also pleased that we have been able to maintain the school premises to a high standard and have been able to fund some fantastic improvements to our outdoor spaces.

The committee has considered options for a Senior Leadership structure in school and has agreed on a new, more robust structure of Headteacher, Deputy Headteacher and Key Stage Leaders.

The committee also looks at the appraisal process and associated pay decisions; they are kept abreast of staffing changes to ensure that any impacts on pay/the budget are considered. 3 members of the Resources Committee make up the Performance Management panel. They meet with the Headteacher twice a year to

set and review the Headteacher objectives, ensuring that these objectives are in line with school improvement priorities.

Some individual governors have responsibility for specific items, for example how the school spends the Pupil Premium funding effectively, or safeguarding and ensuring that appropriate checks are made on all people who come into contact with the children. Those governors undertake training to ensure their competence, undertake visits targeted on that subject and then report back their findings to all governors.

Future plans for the governors

The Governing Body is looking forward to supporting the school in 2018/19. We are pleased that our newly appointed Headteacher Mr Robertson shares our school vision and we look forward to working with him. Particular plans for the year will be to deliver on the action plan following the recent Ofsted visit.

How you can contact the governing body

We always welcome suggestions, feedback and ideas from parents; please contact the Chair of Governors, Sam Clarke, via the school office or by emailing s.clarke@kirkstallvalley.org.uk Or talk to any of us when you see us around school. You can see the full list of governors, their attendance at meetings and more information about what we do on the Governors' page of the school website.