

Annual Governance Statement for the Governing Body of Home Farm Primary School

Published September 2018

Home Farm's Governing Body has three main strategic functions - to ensure clarity of vision, ethos and strategic direction; to hold the Headteacher to account for the educational performance of the school and its pupils; and to oversee the financial performance of the school and make sure its money is well spent.

We publish our annual governance statement every year in the Autumn term. It sets out how we have delivered on these strategic aims over the past year.

During the 2017-18 school year, the main strategic area of focus for the Governing Body has been the expansion of the school. During 2017, Essex County Council, as part of its strategy for the delivery of school places in Colchester, took a decision to expand the school to become a two-form entry school from September 2018. Following this decision, building work began on site in January 2018 to construct new classrooms, and the Governing Body has worked closely with the Headteacher to ensure that the expansion was delivered in a way which enabled the school to maximise the opportunities of expansion of the school, whilst maintaining the school's high standards and distinctive characteristics.

In September 2018, the school admitted an additional EYFS class and an additional Year 4 class. Over the coming year, the Governing Body will continue to strive to ensure that it and the school are well-placed to navigate the challenges and opportunities that lie ahead.

How do our governance arrangements work?

The make-up of our Governing Body is set out in a document referred to as our 'Instrument of Government'. During the 2017-18 school year, our Governing Body has consisted of:

- Five Parent Governors elected by the parent body;
- One Local Authority Governor appointed by Essex County Council;
- One Staff Governor elected by the school's staff;
- The Headteacher;
- Five Co-opted Governors appointed by the Governing Body itself;
- One Associate Governor, appointed by the Governing Body but without voting rights.

The full Governing Body meets once each half-term. We also have a Committee focusing on finance and personnel matters, and a Committee focusing on pay and performance management of staff, including the Headteacher. We also have committees that meet if required to consider pupil discipline and staffing matters. We continue to publish the minutes of our full Governing Body meetings on the school website in order to ensure that we are transparent in what we do.

Attendance record of Governors

We recognise that in order to benefit from a broad and appropriate mix of skills on our Governing Body, our Governors will have many professional and other commitments as well as their role at Home Farm. We review our meeting arrangements regularly to ensure that we are best meeting the needs of our Governors. We publish the minutes of our full Governing Body meetings on our website, and details of attendance at meetings can be seen in these records of the meetings.

Our priorities

There are some issues that we consider in almost all of our meetings. These include:

- the data that shows the progress and attainment of our pupils;
- how the school is safeguarding its pupils;
- how the school is using its Pupil Premium Grant and the difference it is making;

- and how the school's budget is being managed.

During the course of the 2017-18 school year, our Governing Body has focused on a range of matters in addition to this, which have included:

- The expansion of the school and the associated programme of work including the construction of new classrooms; the recruitment of additional staff; and the management of the transition to a larger school;
- Ways of working collaboratively with other local schools in order to share good practice and achieve efficiencies, including the school's work with the Colchester Schools Consortium Trust and the ongoing consideration of issues relating to academisation. The school continues to maintain its relationships with other local schools and academy trusts, and to assess its options in this regard.
- The school's preparation for the introduction of the General Data Protection Regulations;
- The ongoing challenges of the financial context in education and the need to drive out further efficiencies within the school budget;
- The delivery of the School Improvement Plan and the embedding of new approaches to teaching and learning including a focus on visible learning;

Future plans

Our focus on the progress, achievement and safety of pupils at Home Farm will of course continue over the coming year. As well as this, we will be looking at a range of issues including the continuing debate on models of collaboration with other schools; the ongoing expansion of Home Farm, and the need for prudent financial management in the context of tight budgets across the education and wider public sector.

How you can contact the Governing Body

We always welcome suggestions, feedback and ideas from parents – please contact the Chair of Governors Mrs Rivett through the school office. You can also find more information and copies of the minutes of our meetings on the Governors page of the school website.

Members of the Governing Body 2017-18

Name	Category of Governor	Appointment term end
Marilyn Rivett (Chair)	Local authority	<ul style="list-style-type: none">October 2018
Richard Potter	Headteacher	<ul style="list-style-type: none">Ex-officio
Clare Palmer	Staff	<ul style="list-style-type: none">March 2019
Stephen Lefley	Co-opted	<ul style="list-style-type: none">August 2019
Tracey Khan	Co-opted	<ul style="list-style-type: none">November 2020
Emily Hale	Co-opted	<ul style="list-style-type: none">June 2021
Chris Ketley	Co-opted	<ul style="list-style-type: none">August 2019
Hugh Crayston	Co-opted	<ul style="list-style-type: none">September 2021
Caroline Croydon	Parent	<ul style="list-style-type: none">November 2020
Kelly Wright	Parent	<ul style="list-style-type: none">June 2021
Dan Mansfield	Parent	<ul style="list-style-type: none">June 2019
Martin Wilson	Parent	<ul style="list-style-type: none">June 2019
Lorna Catmull	Parent	<ul style="list-style-type: none">November 2021
Mary Smith	Associate	<ul style="list-style-type: none">June 2019