

Woodbank Primary School Annual Governance Statement 2017/18

In accordance with the Government's requirement for all governing bodies, the three core strategic functions of the Woodbank Primary School's Governing Body are:

- 1. Ensuring clarity of vision, ethos and strategic direction;**
Governors are responsible for setting the school's strategic framework, identifying priorities for school improvement and monitoring progress towards these goals. Governors are also responsible for setting a school ethos of high expectations of behaviour, progress and attainment of all pupils and of conduct of staff and governors.
- 2. Holding the Head Teacher to account for the educational performance of the school and its pupils;**
Governors must provide challenge to the school and hold the Head Teacher and senior leaders to account for improving the quality of teaching and learning and school performance. Governors do this through questioning and through regular monitoring and analysis of data on children's performance and progress. Governors hold the Head Teacher to account for the performance management of teachers. The performance management of the Head Teacher is conducted by governors together with an external advisor.
- 3. Overseeing the financial performance of the school and making sure it's money is well spent.**
Governors look at financial statements and ask questions to ensure that the school makes efficient use of its budget and provides best value for money.

The full governing body met three times last year and the School Effectiveness, Community, Resources and Facilities sub-committees met each term. We also have an annual governor and senior leadership day where we can spend quality time working together for the benefit of the school. The information about attendance is available via the school web-site.

The constitution of the governing body is:

- 1 x Head Teacher – ex officio
- 1 x staff governor
- 1 x LA governor
- 3 x parent governors
- 6 x 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

The governing body complete an annual skills audit to identify any further skills or training they needed to be able to deliver their functions effectively. All governors are expected to keep their knowledge and skills up-to-date and to attend appropriate training on a regular basis.

Each year, governors' sign a Code of Conduct which can be viewed on website and the Governing Body have also published their Register of Business and Pecuniary Interests.

Finance – As governors we acknowledge we have overall responsibility for ensuring that Woodbank Primary School has an effective and appropriate system of financial control. The governors have delegated the day-to-day responsibility to Kelly Macadam (Head Teacher) and Adele Darrock (Business Manager) supported by an LA financial officer, for ensuring financial controls conform with the requirements of both propriety and good financial management. They are also responsible for reporting to the governing body any material weaknesses or breakdowns in internal control.

In 2017/18 we set a balanced budget despite continuing financial constraints. We made sure our finances were used to support the School Improvement Plan and to continue to maintain and

improve the school buildings and associated grounds. As budgets continue to reduce in real terms as a governing body we will work hard to ensure we continue balance our budget whilst ensuring the pupils at Woodbank Primary School receive the quality of education they deserve.

School Improvement – During 2017/18 governors work hard to provide challenge and support to ensure that the percentage of our pupils who reach both expected and greater depth increased. As part of this we have a focus on the “vulnerable groups” of children in school and ensure the Pupil Premium Grant is being spent to improve the outcomes of the pupils it was designed to support. We monitor and challenge the progress and attainment of all pupil groups throughout their time at Woodbank and receive updates three times each year. To ensure we have a firm grasp of the data we also hold an annual data meeting where the school data is looked at in depth.

This year we have been delighted to see the hard work of staff, governors, pupils and parents all working together has resulted in much improved Key Stage 2 results. The improvement in Maths, Reading and the percentage of pupils achieving ‘Greater Depth’ has been especially pleasing.

The Sports Premium has been used to allow the children to experience sports that they would not normally take part in as part of the school curriculum i.e. tennis/street dance. It also gives more opportunities to engage in a range of enjoyable and exciting physical activities at lunchtime and playtimes. Staff have also continued to develop their skills in the teaching of PE to ensure P.E. lessons are of a high standard.

Link Governors – We have link governors for a specific area(s) which allows a governor to gain a greater depth of knowledge and understanding of key areas in school. Following each visit governors are responsible for writing a report and feeding back their findings to the governing body. The links include - Safeguarding, Equality, SEN, Health & Safety and subject links – e.g. Maths, Reading, Writing and GPS.

Policies – Governors also review and agree key school policies. They are responsible for ensuring all statutory policies and procedures are in place and are up-to-date.

Minutes – The minutes of Governing Body meetings are public documents and you can ask at the school office if you would like to see any of the minutes of our meetings.

Future plans for the governors – The governing body will continue to support the Head Teacher and senior leaders in the efficient running of the school, whilst continuing to strategically develop the excellent standard of education in the current challenging and changing environment. We will also closely monitor the financial viability of the school in the context of tightening budgets.

Governors will continue to establish systems and styles of working through which the governing body can work most effectively in fulfilling their roles.

How you can contact the governing body

We always welcome suggestions, feedback and ideas from parents.

You can contact the Chair of Governors via the school office.

Tel: 0161 761 1253

Email: Woodbank@bury.gov.uk