

# Annual Governance Statement

## (including the Governing Body Register of Interests)

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<b>School Name</b>	GRANGE PRIMARY SCHOOL
<b>School Address</b>	Church Gardens, London W5 4HN
<b>Telephone number</b>	020 8567 1432
<b>Contact email address</b>	<a href="mailto:admin@grange.ealing.sch.uk">admin@grange.ealing.sch.uk</a>
<b>Website</b>	<a href="http://www.grange.ealing.sch.uk">http://www.grange.ealing.sch.uk</a>

<b>Category of school</b>	LA PRIMARY
<b>DfE number</b>	131144
<b>Ofsted grading and date of last inspection</b>	Good, 20 April 2018

<b>Name of Head teacher</b>	Mr G Beeden
<b>Name of Deputy Head teacher</b>	Miss S Mears

<b>Date of Annual Governance Statement</b>	January 2019
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### **Core functions of the governing body**

Governors are part of a school's leadership team. The core functions of a governing body (GB) are defined by the Department for Education (DfE):

1. Ensuring clarity of vision, ethos and strategic direction
2. Holding the Head teacher (HT) to account for the educational performance of the school and its pupils, and the performance management of staff
3. Overseeing the financial performance of the school and making sure its money is well spent

### **Conduct of the governing body**

In carrying out these functions, governors must be mindful of the need to:

- Act with integrity, objectivity and honesty and in the best interests of the school
- Be open about the decisions we make and the actions we take and be prepared to explain these decisions and actions to interested parties
- Accept the 'Seven Principles of Public Life': selflessness, integrity, objectivity, accountability, openness, honesty and leadership

Our GB has a code of conduct which is reviewed and agreed annually. All governors and associate members of the GB are required to abide by this code.

## Legal constitution of the governing body

The governing body was formally constituted on

18<sup>th</sup> August 2017

Category of governor	Appointed or elected onto the governing body?
Head Teacher	1
Staff	1 Elected
Parent	2 Elected
Co-opted	8 Appointed
LA	1 Appointed
<b>Total number of governors = 13</b>	

## Current membership of the governing body

Category of governor	Governor	Term of office
Head teacher	Graham Beeden	01/01/13 – ex officio
Staff	Menna Bevan	03/10/17 – 02/10/21
Parent	Karien Botha	24/05/16 – 23/05/19
Parent	Vacant	
Co-opted	Andrew Bishop	19/09/17 – 18/09/21
Co-opted	Sue Buchan	24/05/18 – 23/05/22
Co-opted	Tom Clarkson	24/05/18 – 23/05/22
Co-opted	Kate Fabian	19/09/17 – 18/09/21
Co-opted	Alexandra Hughes	24/05/18 – 23/05/22
Co-opted	Kris MacNaughton	24/05/18 – 23/05/22
Co-opted	Stephen Paynter	18/08/17 – 17/08/21
Co-opted	Jo Winters	18/08/17 – 17/08/21
Local Authority	Ann Chapman	15/09/16 – 14/09/20

<b>Name of Clerk to the full governing body</b>	Denise Maloney
<b>Name of Clerk to the committees</b>	Dee Howley
<b>Name of Chair of Governors</b>	Jo Winters
<b>Name of Vice Chair of Governors</b>	Ann Chapman

## Organisation of the governing body to carry out its duties

The full governing body (FGB) meets at least once a term. It delegates work to the following committees which also meet at least once a term:

- Curriculum & Standards
- Management (Finance, Staffing and Premises)

The following sub-committees meet as required:

- HT Performance Management
- Staffing (Pay and Performance)

Specific panels of the governing body are convened as required as per the school's procedures for addressing:

- Formal complaints
- Staff grievance and discipline issues
- Pupil discipline (exclusions) issues

The GB appoints individual governors, known as 'Named' Governors, to monitor key areas of school life and lead aspects of the work of the GB. Our current named Governors are:

Area of responsibility	Named governor
Curriculum & Standards Committee Chair	Kate Fabian
Management Committee Chair	Karien Botha
Data	Tom Clarkson / Jo Winters
Early Years Foundation Stage (EYFS)	Alexandra Hughes
E-safety	Andrew Bishop
Health & Safety	Sue Buchan
Parent Communication	Andrew Bishop
Personal Social Health & Economic Education (PSHE) / Spiritual Moral Social & Cultural Education (SMSC)	Stephen Paynter / Jo Winters
Pupil Premium	Tom Clarkson / Jo Winters
Rights Respecting School	Menna Bevan
Safeguarding	Kate Fabian / Jo Winters
Special Educational Needs & Disability (SEND)	Kris MacNaughton
Sports Premium	Andrew Bishop
Staffing Sub-committee	Ann Chapman / Stephen Paynter / Jo Winters
Training & Development	Tom Clarkson
Website Compliance	Menna Bevan

#### **Full governing body and committee meeting attendance 2017-18**

Governor name	Full Governing Body	Curriculum & Standards	Management
Graham Beeden	5/5	3/3	4/4
Menna Bevan	3/4	n/a	3/4
Karien Botha	5/5	n/a	4/4
Andrew Bishop	3/5	3/3	4/4
Sue Buchan	1/1	n/a	n/a
Tom Clarkson	1/1	n/a	n/a
Kate Fabian	4/5	3/3	n/a
Alexandra Hughes	1/1	n/a	n/a
Kris MacNaughton	1/1	n/a	n/a
Stephen Paynter	5/5	n/a	n/a
Jo Winters	5/5	3/3	4/4
Ann Chapman	4/5	n/a	4/4

## **Governing body effectiveness and impact**

### **GB priorities for 2017-18 were:**

1. In the continued context of considerable pressure on school finances, identify suitable areas of the budget where savings can be made and carry out any necessary GB actions in order to make the savings.
2. Work with the HT to re-organise roles to accommodate any reductions in staff due to budget savings and provide support to the HT to ensure a smooth transition to new staffing structures, where needed, while maintaining pupil performance.
3. Support the school in embedding its new Personal Social Health and Economic (PSHE) Education curriculum and in beginning its application for the Rights Respecting School Level 2 Award and re-affirm the contribution of these areas, together with Spiritual Moral Social and Cultural (SMSC) Education, towards the vision of the school.
4. Support the school in achieving its School Development Plan (SDP) priorities, in particular, the teaching and learning of reading comprehension skills.
5. Further refine GB arrangements for facilitating fully comprehensive monitoring of the SDP and policy implementation that dovetail with the school's own monitoring activities.
6. Support the HT in continuing to raise attainment and progress of potentially lower attaining groups of pupils, including pupils eligible for Pupil Premium and those with special educational needs and disabilities (SEND), through both Quality First Teaching and focused and measurable interventions.
7. Recruit a further four co-opted governors with suitable, knowledge, skills and experience to fill gaps identified in the GB skills audit and 'named' governor role areas in need of enhanced capacity.
8. Fine-tune the roles of 'named' governors to ensure that, in their area, each governor keeps up-to-date with legislative changes and national and local good practice; monitors school documentation and practice and, throughout this, engages with all stakeholders, as appropriate.

### **Strategies for achievement of GB priorities for 2017-18 and their impact were:**

1. In order to make budget savings, the GB worked with the HT to identify appropriate staff reductions which resulted in the redundancy of two staff members. A panel of three governors, elected by the GB, dealt very effectively with the statutory procedures to carry this out.
2. Through rigorous application of statutory redundancy procedures, judicious use of funding and by acting as a 'critical friend' to the school, the GB supported the HT in re-organising roles to accommodate the reductions in staffing and in ensuring a smooth transition to new staffing structures. This contributed to end of key stage results which were in line with or above national averages.
3. Due to careful allocation of professional development time, including additional time for the PSHE leader, PSHE is now taught regularly to a consistently high standard across the school, with clear progression from one year to the next. The work in children's books is good and children report that they enjoy their PSHE lessons and are able to talk in detail about their learning.

Funding was provided for staff training on developing further the school's rights respecting ethos resulting in children talking knowledgeably about their rights and how they can respect the rights of others in the school. In addition, a group of five governors worked with the school to review the SMSC policy.

4. The school maintains a very conscientious approach to identifying and addressing school development priorities and, again this year, made very good progress towards these. In particular, senior leaders implemented a comprehensive package of training and support to enable staff to develop the teaching of reading comprehension. Consequently, children improved in their ability to name, explain and use appropriate reading comprehension strategies and reading standards increased across the school. Governors contributed to this by ensuring funding for professional development and that additional intervention was suitably targeted.
5. Governors further contributed to the successful outcome of the SDP by working with the school to establish a programme of varied GB monitoring activities timetabled at key points in the year. This included commissioning and participating in reviews of priority areas by external education consultants.
6. Prudent use of funding for pupils eligible for the PP grant and 'high needs funding' for pupils with SEND, together with professional development activities allocated to enhancing Quality First Teaching, continues to contribute to improvements in attainment and progress for these groups of pupils. For instance, on the whole, their average attainment is in line with or above national averages.
7. A further four co-opted governors were recruited in May 2018 who add significantly to the collective knowledge, skills and experience of the GB. A thorough induction programme has enabled them to already make notable contributions to the work of the GB, including that of the 'named' governor role or roles each has been elected to undertake.
8. The expectation that every governor will carry out at least one 'named governor' role is now well established in the GB. There is increased clarity about the responsibilities of each role, especially with respect to knowing how to keep up-to-date with legislative changes, how to undertake appropriate monitoring and what needs to be reported and followed-up.

GB priorities for 2018-19 are:

1. In the continued context of considerable pressure on school finances, explore all available options for raising revenue and reducing school spending. This will include carrying out intensive scrutiny of the school budget to identify savings and consideration of alternative sources of funding.
2. Explore and implement strategies for enabling Grange to become the 'first choice' primary school for prospective and current pupils and parents in our local area. Improving the marketing of the school and the promotion of the school's successes will contribute to this priority.
3. Support the HT in inducting the new Deputy Head teacher into her role and in enabling the school Strategy Group to provide effective continuity on his retirement in July 2019.
4. Support the school in achieving its School Development Plan (SDP) priorities and in maintaining the quality of provision in areas to be covered during maternity leave.

5. Recruit a strong and ambitious leader to build on the many strengths of the school when the current HT departs.
6. Establish and implement an effective approach to collaborating with other local GBs in order for Grange governors to learn and develop further. In particular, use the opportunity to find out more about how other schools are making savings and increasing funding.
7. Continue to improve the effectiveness of the GB through fine-tuning our policy review principles and process; ensuring reading required for GB meetings and activities is suitably clear and succinct; making sure all staff involved are clear about the purpose and outcomes of governor visits and providing 'in-house' information sessions for governors on pertinent aspects of our work.

### **Further information about the school**

- Link to Ofsted report <http://www.ofsted.gov.uk/inspection-reports/find-inspection-report>
- Link to school's website <http://www.grange.ealing.sch.uk>
- Link to school's pupil premium statement on the school's website  
<http://www.grange.ealing.sch.uk/key-information/pupil-premium-allocation>
- Link to school's PE and sport premium information on the school's website:  
<http://www.grange.ealing.sch.uk/key-information/pupil-premium-allocation>
- Link to school's SEND information report:  
<http://www.grange.ealing.sch.uk/key-information/sen-information-report>
- Link to Parent View Portal, which seeks parents' opinions on aspects of our school, from the quality of teaching, to dealing with bullying and poor behaviour.  
<https://parentview.ofsted.gov.uk/>

### **Governing body Register of Interests 2018-19**

#### **This register must**

- state the name and category of each governor
- set out any relevant business interests
- set out details of any other educational establishments that they govern
- set out any relationship details between governors and members of staff, including spouses, partners and relatives.

<b>Governor Name</b>	<b>Category of Governor</b>	<b>Declarations of Members' Interests: Business, Educational and Personal</b>
Graham Beeden	Head teacher	Grange Primary School Head teacher, NAHT Member
Menna Bevan	Staff	Grange Primary School teacher, NEU Member
Karien Botha	Parent	None
Andrew Bishop	Co-opted	Grange PTA Chair, Tottenham Hotspur Supporters Trust Board Member
Sue Buchan	Co-opted	None
Tom Clarkson	Co-opted	Prudential PLC Director

<b>Governor Name</b>	<b>Category of Governor</b>	<b>Declarations of Members' Interests: Business, Educational and Personal</b>
Kate Fabian	Co-opted	None
Alexandra Hughes	Co-opted	Barrister; Member of QEB Hollis Whiteman Chambers; Member of Middle Temple, Criminal Bar Association, Association of Dispute & Regulatory Lawyers, Fraud Lawyers Association and British Association of Sports Lawyers
Kris MacNaughton	Co-opted	Civil Servant at Government Equalities Office
Stephen Paynter	Co-opted	St Mary's Church Vicar & Trustee, St Mary's Home Trust Trustee
Jo Winters	Co-opted	Ealing Civic Society Trustee, Ealing Central & Acton Constituency Labour Party Chair, NEU Member
Ann Chapman	Local Authority	Ealing Music & Film Festival Trustee, Ealing Civic Society Trustee, Walpole Residents' Association Chair

*Each governor has declared their interests as given above in writing to the governing body.*

**Chair of Governor's signature**     *Jo Winters*

**Date**     **January 2019**

**Planned review date**     **September 2019**