



Edgewood Primary School

Building skills and values for life

Edgewood Primary School Governing Body Impact Statement 2016/2017

The Governing Body of Edgewood Primary School has a strong focus on its three core strategic functions:

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, and the performance management of staff;
3. Overseeing the financial performance of the school and making sure its money is well spent.

Governance Arrangements

The Governing body was reconstituted in October 2014 and consists of the following: the headteacher, 2 Parent governors, 1 Local Authority governor, 1 Staff governor and 8 Co-opted governors. (The statutory information for this is held on our school website at <http://www.edgewoodprimaryschool.co.uk/governors>)

The full Governing Body meets once each term for the full meeting (chaired by L Clark) and we also have a Business Committee (chaired by P James) that meets a minimum of once per term (the whole governing body are currently members of this committee). The Business Committee covers all aspects of the school in detail, some of the core functions we are involved in include finance, pupil and strategic matters, policy approval, staffing structures (including recruitment) and receiving updated information regarding pupil attainment and progress (including pupil premium and gap analysis).

Governors are linked to specific roles and these are detailed below;

- Maths - L Kerry
- Reading – C Nicklin
- Writing – L Clark
- Child protection (including Prevent Duty) – L Clark
- Looked after children – Ms Clark
- Head teacher appraisal – C Blount, L Kerry and P James
- Training co-ordinator – L Kerry
- Complaints – L Clark and P James
- Safer recruitment – L Clark, P James and Y Moore
- Health and safety – P James
- SEN – C Nicklin
- EYFS – V McCormick
- British Values, SMSC and RE – O Odubore
- Pupil Premium – V McCormick

This has involved governors meeting with the appropriate staff and having the opportunity to question and assess progress within it. Feedback was also given to governors in meetings through head teacher's reports, senior leader/staff reports and data. This has allowed for challenge and questioning (as demonstrated in GB meeting minutes).

Attendance of Governors

Most governors have excellent attendance at meetings and we have not had to cancel a meeting because it has not been quorate (the number of governors required to ensure legal decisions are made). Apologies are usually received in advance of meetings and agendas/minutes circulated within the appropriate time frame. Governors attend meetings prepared and with appropriate questions relating to the agenda items and circulated documents. They take responsibility to read governor service newsletters (now via the hub), head teachers report and policy documents awaiting approval.

Governors are a visible part of the school and attend on a regular basis as part of monitoring and involvement in school life. (A governor book was held in school office that records all these visits, however this is now recorded on the schools digital entry system).

The chair generally attends on a fortnightly basis to receive information from the headteacher, conduct an informal walk-around and for child protection/safeguarding updates. Several governors have attended the schools Thursday coffee mornings to engage with parents and seek informal feedback in a relaxed setting.

Several governors took the opportunity to serve refreshments at Parents evenings in November 2016 and March 2017 in order to raise their profile.

A new governor Mrs Waplinton was appointed in November 2017 after been given the opportunity to attend governing body and speak to members about what the role entailed.

Head teacher Appraisal/development

There is also a Pay and Performance committee consisting of three governors who are involved in the head teacher appraisal each year. They assess his performance against the National Standards of Excellence for Head teachers, and set and review individual challenging objectives in relation to the school's performance, management and improvement. The school has also bought in the services of a specialist education advisor to ensure this process is robust.

Two of the appraisal governors met with the head and external advisor to review the 2015/16 performance and set challenging objectives for the 2016/17 year. All other staff appraisals had been completed by end of October 2016 and pay recommendations received and approved by the Governing body at the December Business Committee.

The governors are pleased to support the Head teachers career development and raise the profile of Edgewood school by granting approval for him to support a school in Sutton in Ashfield through an executive headship .He has also supported other schools with assessment and data, which has given the opportunity to quality assure our schools judgements. He also is chair of the SBAP and family of schools meeting and represents Ashfield on the Children's Trust board and has an active role in the RAN network.

Training and Development

Governors have undertaken the following training/development activities;

SEN Governor attended SEND course – C Nicklin
School Inset day on safeguarding- P James

Key Priorities Addressed by the Governing Body

The Governing body have been fully involved in the schools 2016/17 Development plan, this was split into 3 key objectives and governors were linked to these as detailed;

1. To raise aspiration & expectation for pupils - P James and V McCormick
2. To improve the quality of teaching (especially Writing, Maths & Early language)- L Clark and L Kerry
3. To improve the quality of leadership – C Blount, O Odubore and C Nicklin

This has involved governors meeting with the appropriate staff and having the opportunity to question and assess progress within it. Feedback was also given to governors in meetings through head teacher's reports, senior leader/staff reports and data. This has allowed for challenge and questioning (as demonstrated in GB meeting minutes).

Governors were able to increase their knowledge of the objectives by taking part in the WITLO (week in the life of) monitoring and at every GB meeting the Development plan and its progress was fully discussed and relevant information presented by the staff.

Governors review all relevant policies on a programmed basis to ensure all guidance is current and up-to-date. Specific attention is paid to the Department for Education mandatory policy list and the local authority recommended policies. During the 2016/2017 year we have approved the following policies;

Anti Bullying

Behaviour

Attendance

Uniform

Finance

SVFS

Child protection

Safeguarding compliance checklist

Governors are always involved in recruitment processes and over this academic year have been key to the recruitment of a variety of posts including, teachers, deputy head and kitchen cook. They have been included at all stages including advertisement, sifting, interview and appointment decision.



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Data Analysis

Governors have received formal performance and data updates through both the full GB and Business Committee meetings. This has included information around baseline assessments, Ofsted Data dashboard, Raise online, scholar pack and use of FFT data to establish challenging targets. Discussions and questioning have taken place around diminishing the difference and pupil progress throughout the term. Explanations regarding how the school is tracking children's progress and assessing have been given. Governors also make challenge around data specifically regarding different groups (including pupil premium, SEN, gender, key stage and year group).

The chair has also attended regular meetings with the head and has been given regular, clear school performance updates and visual information from the FLIC and scholar pack system.

The Governing body were immediately informed of the the 2017 SATS results and were fully aware that the reading was lower than predicted, however our knowledge on the new thresholds, testing and performance data throughout the year allowed us to understand that the progress of the children had been good from their KS1 results ,therefore we are satisfied the school and its pupils had worked hard to achieve these results. It is also clear how the development plan outlines improvements to aspiration, teaching, progress and attainment.

Governors were satisfied with the end of years attendance figure of 96.12% and the fact persistent absence has reduced from 12.3% in the autumn term to 6.21%. We recognise that a larger majority of these persistent absentees were pupil premium children, however we are satisfied the school is being pro-active in identifying/implementing ways to try and reduce this this and overall Pupil premium attendance had increased throughout this year.

The governors feel that the school is in a positive place given that most year groups are full and that there are waiting lists for FS2.

FINANCIAL

The governors review the schools financial situation at each full GB meeting and are given updates at each business committee. Copies of both a financial report and general ledger cost summary are provided and presented by the office manager who answers governor questions. In particular governors query overspends in the percentage spent column.

At the beginning of the Autumn term we were informed there was a debt of £503.83 in dinner monies but this was reduced by the school taking positive action. The governors year end 2015/16 was approved at the September full GB meeting. The Schools Financial Value Standard was approved along with the Finance policy in January 2017.

As the school has a positive budget we are consulted on how it is spent, over the last year we approved;

£10000 for the Maths No problem scheme to support Maths attainment.
Interactive televisions

Digital school entry system

Complete internal redecoration of the school.

New lighting and replacement of existing with LEDS

32 Laptops (governors were keen to see every member of staff with access to a fully working laptop)

MONITORING/SCHOOL VISITS

Chair had meeting with Head to review 2015 SATS results in September 2016

H&S inspection -P James

Collective worship- Mr Odubore had attended a school assembly and reported back to business committee.

Website compliance completed - Mr C Blount

WITLO involvement – L Clark, L Kerry, P James and O Odubore

Foundation monitoring and attendance at parent meeting – V McCormick

Maths monitoring with Mr Curtis- L Kerry

Parents evening- C Blount, P James

Leavers assembly- L Clark, L Kerry and P James

Safeguarding checklist with Head-L Clark

New parent walk rounds- P James

Pupil Premium- V McCormick

New lunchtime arrangements-L Clark

Different Governors have taken part in the WITLOS (week in the life of) across all 3 terms this has involved work scrutiny, observations and SLT feedback. This has allowed governors to see how the school monitors progress, identifies issues and subsequent action planning.

In December the chair met with the Head to complete the new safeguarding children in education checklist and undertook monitoring around safeguarding this included examination of the single central record, a check on a sample of safeguarding files including LAC and inspection of the file held re CBR checks for volunteers.

The chair undertook observation of SATS administration, including checks on the sealed papers and secure storage and was present to observe that correct practice adhered to during the opening, testing and sealing of papers. The chair also conducted a walk round during the reading SATS tests to observe correct administration.

GOVERNOR DEVELOPMENT

We strive to better ourselves in all areas including knowledge, staff, pupil and parent engagement we have created an Action plan that includes the following priorities;

Increased/further involvement in school monitoring (WITLOS).

Raising governor profile amongst parents/carers.

Recruiting skilled GB members to fill gaps and provide a documented induction policy.

Continue to undertake Governor evaluation by conducting assessment and identify training opportunities.