

Annual Governance Statement for the Governing Body of Stanbridge Primary School

July 2017

In accordance with the Government's requirement for all governing bodies, the 3 core strategic functions of the Stanbridge Primary School Governing Body are:

- 1. Ensuring clarity of vision, ethos and strategic direction;**
- 2. Holding the head teacher 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 Governing Body of Stanbridge Primary School was re-constituted in September 2016 and is made up of 2 Staff Governors (including the Headteacher), 4 elected Parent Governors, 1 Local Authority Governor and 7 Co-opted Governors (reducing from 15 governors to 14). 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: on our Governing Body one Co-opted Governor is a parent, two are staff members and four are members of the local community, including a retired foreign languages teacher at a secondary school, the proprietor of a garage business, and a chartered tax advisor.

We have had 2 vacancies on the Governing Body during the year; one Co-opted Governor role and the Local Authority Governor role. The current Chair (a co-opted governor) is stepping down at the end of July 2017,

	<p>which will leave 3 vacancies. The Governing Body is considering re-constituting to see if it can operate with the number of present governors, without compromising the balance between staff, parent and co-opted governors.</p> <p>The full Governing Body generally meets once each term (this year we met five times), and we also have a number of committees to consider different aspects of the school in detail. At Stanbridge Primary we have a Finance Committee, which focuses on finance and premises; a Curriculum Committee which focuses on teaching and learning; and a Personnel Committee which focuses on personnel matters. We also form committees that meet if required to consider pupil discipline and staffing matters.</p> <p>See p6 for a list of Governors.</p>
<p>Attendance record of governors</p>	<p>Governors have excellent attendance at meetings and we have never cancelled a meeting because it was not “quorate” (having the number of governors needed to ensure that legal decisions can be made). See p7 for details of individual governors’ attendance at meetings.</p>
<p>The work that we have done on our committees and in the governing body</p>	<p>The Governing Body has had a busy year, focusing on school improvement, the impact on learning of the various works to improve the school infrastructure and grounds (the whole school rewiring and installation of energy efficient LED lighting, the installation of a new computer suite and corridor ‘learning zones’, the Play Pod), and collaboration with 6 local primary schools under the NEXUS alliance.</p> <p>The Curriculum Committee has been scrutinising the new method of assessment introduced in September 2015, checking how this is affecting both teaching and pupils’ achievement and progress. Governors also discuss key data giving the results of pupil achievement and progress, so that we can be sure that the school is</p>

on track to fulfil its ambitious targets for all pupils. The two 'Data Governors' have focussed particularly on achievement and progress of pupils, and have reported back to the rest of the governing body on this during the year.

We are also concerned about our 'vulnerable groups' of children, and are focusing on how the Pupil Premium Grant is being spent by the school and what impact this has on their outcomes. The two 'Pupil Premium Governors' have concentrated on this and have reported back to the governing body.

During one of the year's learning walks, Governors looked at the new 'masterclasses' in action, and were pleased to see how engaged and enthusiastic the pupils were in their activities, whether that was tennis, French or gardening in the allotment.

The Finance Committee looks at the maintenance and development of the school premises, and makes decisions about how the school should use the budget. Mrs Boycott-Taylor was our Health and Safety Governor and she carried out the annual Health and Safety audit of the premises with Mr Williams, the school's site manager; Mr Coombes replaced Mrs Boycott-Taylor in this role when she left at the end of her occupancy, and carried out a Health and Safety site inspection in July.

Governors are also particularly concerned about safeguarding and we have a Nominated Governor for Safeguarding (Mrs Slaney) who presents an annual report to the governors about any safeguarding matters. In term 5, the Governing Body approved the 2016/17 budget plan for the school: we are pleased to report that the school is in a healthy position financially and will run 14 classes in the next academic year, employing a team teacher model in Key Stage 2 (one team teacher per year in addition to the two class teachers).

	<p>One of the roles for the governors is reviewing and agreeing school policies, and this year we have considered a number of key policies, including Performance Management and Attendance.</p> <p>Minutes of Governing Body and Committee meetings are public documents – you can either find them on the Governors’ page of our website or you can ask at the school office if you would like to see any of the minutes of our meetings.</p> <p>It has been a particularly challenging year for staff because of the new assessment system that has been introduced and the increase in expectations for attainment of pupils. The Governing Body would like to thank all the staff at the school for their hard work and commitment during this period, as they have thrown themselves wholeheartedly into meeting this challenge.</p>
<p>Future plans for the governors</p>	<p>The Governing Body is looking forward to the replacement of the flat roof in Key Stage 2 which is taking place over the summer holiday. This last major piece of infrastructure improvement will be carried out in two stages (the flat roof in Key Stage 1 will be replaced during the summer holiday in 2017). Replacement of the flat roof will mean an end to leaks from the roof and damp patches, which have needed frequent redecorating. The Governing Body is also keen to see the impact of the team teacher model in Key Stage 2 on pupils’ achievement and progress, and how the increased Sports Premium grant will be used to encourage sport in the school.</p>
<p>How you can contact the governing body</p>	<p>We always welcome suggestions, feedback and ideas from parents – please contact the Chair of Governors via the school office. You can see the full list of governors, their attendance at meetings, minutes of governing body meetings and more information about what we do, on the Governors’ page of the school website.</p>

Full list of Governors at Stanbridge Primary, Sept 2016 – July 2017

Name	Category	Comment
Mrs Maggie Todd	Co-opted	Chair of Governors (left end Jul 2017)
Mr Graham Coombes	Co-opted	Vice Chair of Governors
Mrs Frances Lindsey-Clark	Co-opted	
Mr Andrew Pick	Co-opted	
Mr Adam Boyes	Co-opted	Joined Feb 2016. Resigned Nov 2016
Miss Emily Owen	Co-opted	EYFS teacher.
Miss Faye Bertham	Staff	Head Teacher
Miss Elinor Lazenby	Staff	
Mrs Claire McKinstry	Parent	
Mrs Zara Slaney	Parent	
Mrs Jacqueline Taylor	Parent	
Mrs Mandy Tucker	Parent	
Mr Andy McGovern	Co-opted	Deputy Head
Vacancy	Co-opted	
Vacancy	Local Authority	

Stanbridge Primary School Governor Attendance Record 2016-7

Governor	FGB	Curriculum	Finance	Personnel	Comment
Mrs Maggie Todd	100%	N/A	100%	N/A	
Mrs Frances Lindsey-Clark	80%	100%	N/A	100%	
Mr Andrew Pick	80%	N/A	60%	N/A	
Mr Adam Boyes	0%	N/A	N/A	0%	Resigned Nov 2016
Mr Graham Coombes	100%	N/A	100%	50%	Joined Personnel Nov 16
Miss Emily Owen	80%	N/A	100%	N/A	
Miss Faye Bertham	100%	100%	100%	100%	
Miss Elinor Lazenby	100%	100%	N/A	N/A	
Mrs Claire McKinstry	100%	N/A	N/A	100%	
Mrs Zara Slaney	100%	100%	N/A	N/A	
Mrs Jacqueline Taylor	60%	100%	N/A	N/A	
Mrs Mandy Tucker	80%	N/A	40%	N/A	
Mr Andy McGovern	100%	80%	60%	75%	Joined Finance Nov 16