



ANNUAL GOVERNANCE STATEMENT FOR CALSHOT PRIMARY SCHOOL 2016/17

OUR VISION

The Governing Body will support and challenge the shared vision of Calshot School through a process of continuous and vigorous monitoring, evaluation and critical reflection.

Our aims are:

- To become an establishment of outstanding practice
- To offer continuous improvement despite fiscal challenges
- To promote and support the well-being of children, staff and parents so that they may excel

GOVERNANCE ARRANGEMENTS

The Governing Board of Calshot Primary School was re-constituted in 2015 and is now made up of 2 staff governors (including the Headteacher), 2 elected Parent Governors, 1 Local Authority Governor, 5 Co-opted governors and 1 Associate member. Co-opted governors are appointed by the governing board and are people who, in the opinion of the governing board, have the skills required to contribute to the effective governance and success of the school.

The full governing board meets twice each term, and we also have a number of committees (listed below) to consider different aspects of the school in detail.

Achievement and Curriculum - meets once a term and considers the curriculum the school provides, the attainment and progress of pupils and the standards achieved.

Staffing and Finance - meets twice a term and deals with all financial and staffing matters and is attended by the school's business manager.

Health, Safety, Buildings and Welfare - meets once a term and ensures the safety and welfare of all pupils and adults at the school and has oversight of the premises, their condition and safety.

A Pay Committee and Head Teacher Performance Management Committee meet once a year whilst other committees exist and meet ad hoc, when and if required, to consider pupil discipline and staffing matters.

Governors attendance at meetings is excellent and over the last three years we have never cancelled a meeting because it was not 'quorate' (the number of governors needed to ensure that legal decisions can be made.)

In accordance with the Government's requirement for all governing bodies, the core strategic functions of the Calshot Primary School governing board are:

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;**
4. **Ensuring school follows safeguarding procedures and holds the Head Teacher to account for the welfare of pupils and staff;**

Reports from each committee and link governors have been provided appropriate to the core function they relate to.

1) Ensuring Clarity of Vision, Ethos and Strategic Direction

Full Governing Board - report from the Chair of Governors

The last year has seen the governing body continue to evolve since the reconstitution in 2015. Nicola Jones & Rebecca Edwards have joined the governing body as parent and co-opted governors respectively. The governors have taken part in a number of audits and inspections at the school which have achieved successful results including Ofsted. Link governors are assigned to certain areas within school life and they meet regularly with staff who look after those areas to discuss how things are going and strategies for development.

Highlights for the year include:

- Successful RE and Collective Worship Audit
- Successful Birmingham Audit looking at Governance, Safeguarding and Financial Arrangements
- Successful Ofsted - Good with areas of outstanding
- Successful recruitment of new governors
- Successful recruitment of new staff
- School attendance rates above the national average

Report from Link Governor for Governor Training

All governors are required to undergo induction training when they join the governing body. We have recently undertaken an audit to evaluate our skills and will take on appropriate

training as required. Where possible, we invite trainers in to run workshops with the full governing body as we have done with (for) SMSC (Spiritual, Moral, Social & Cultural Development) and Pupil Exclusions.

Various members of the governing body have undertaken individual training in:

- Head Teacher's Performance Management
- Pupil Premium
- British Values

2) Holding the Head Teacher to account for the educational performance of the school and its pupils and the performance management of staff

Achievement and Curriculum Committee - report from the Chair, Mrs A McCabe

Governors take great pride in the achievements at Calshot Primary School. Through a well led, enthusiastic, professionally competent and motivated staff the pupils thrive in a safe, supportive and stimulating learning environment.

There is a strong focus on the delivery of the new English and Mathematics curriculum. The curriculum which is delivered through half termly topics, is well planned, broad and balanced, the teachers plan and teach their lessons carefully so that all pupils make good progress.

The governors take a keen interest in the School Improvement Plan (SIP) which is monitored and reviewed termly by the Achievement and Curriculum committee. The strategies that have been developed stem from the priorities identified from national assessment data, school self-evaluation and Ofsted priorities. One monitoring strategy where there is currently significant success is the book scrutinies, which are a regular part of our Achievement and Curriculum meetings.

Evidence that these implementations are yielding results come from the recent Ofsted report stating that in the 2016 Key Stage 2 tests, pupils made significantly more progress in reading and writing from their starting points than seen nationally. The school is encouraged by the results of this core subject and is keen to build on it.

Pupil Premium Link Governor - Mrs N Jones

In my role, I meet with the Head teacher before each Achievement and Curriculum Committee meeting where we discuss the use of Pupil Premium funding and the data that is generated from the impact it has had upon the Pupil Premium children. It is then my role to feedback to the Achievement and Curriculum meeting. I attended training in March, where I was given information as to what my role as a Pupil Premium governor should include. From this, I generated an action plan for Pupil Premium based on the feedback from OFSTED and from the training. The action plan will serve as a basis for ensuring things are in place, within a time frame. The impact will be that all stakeholders know about the Pupil Premium children within their school and that the children are accessing the funding which has been allocated for them in order to diminish the difference between those children that receive

Pupil Premium and those that do not.

Mathematics Link Governor - Mrs A McCabe

Regular meetings have seen discussions of both achievements and concerns and these have been reported back to the Achievement and Curriculum Committee. There was a slight dip in the SATs results last year, which was picked up on sharply and strategies were put in place to support the children and the teachers and monitored by governors.

Mrs Patterson had some new ideas and initiatives, and with Mr. Simner's support she has been able to implement them into the school's mathematics curriculum. Mrs Patterson has made a huge impact this year as she has:

- run a whole school staff meeting on Mathematics
- organised an in-service training day
- helped with year group planning
- organised book scrutinies
- supported target groups for year 6
- she is investigating Maths assessment materials to find one suitable for the school
- she is also investigating a new maths curriculum

English Link Governor - Mr D Rajput

Meeting with Miss Elcock, we've looked at the SPaG scheme at the beginning of the year where Miss Elcock has ensured that all staff have an overview of what needs to be done across each year group. She has been looking at Year 5/6 spelling words in Year 6 to ensure that the children can show they can use these words in order to be judged as 'expected writers'. She hopes that children will become really familiar with the words and therefore, there will be greater evidence of the words in their independent writing.

Miss Elcock has a vision for developing English mornings in the next academic year once a half term that will ensure that every year group is focused on across the academic year. All scrutinies have been done for the year and they have all been positive, with constructive feedback being given to all staff. New assessment grids will be introduced in October that will make assessing writing clearer and be more in line with what Year 2 and Year 6 use (have) to assess their writing. In the new academic year, I will be attending some of the workshops that Miss Elcock runs.

Science Link Governor role - Mr J Hemmingway

This year we have discussed pupil progress for years 1 to 6, pupil interviews from years 2, 4 and 6, and a book scrutiny for all year groups. The impact has been informing fellow governors of the strengths and areas for development of science. It has given the governors a greater understanding of science teaching and learning at Calshot. I will continue to meet with the leader and will discuss next year's action plan in September. It will be based on the data from the current academic year.

Head Teacher Performance Management Committee - Mr Dharmesh Rajput

Mr Simner's performance management went well and he has exceeded all his targets. New targets have been set and Mr Simner is thanked for all his hard work and commitment.

The committee now has 2 new members, Mr Rajput and Mrs McCabe alongside Mrs Greening who has been on the committee for some time. Both Mr Rajput and Mrs McCabe took relevant training before joining to make sure that this committee was robust.

3) OVERSEEING THE FINANCIAL PERFORMANCE OF THE SCHOOL AND MAKING SURE ITS MONEY IS WELL SPENT

Staffing and Finance committee - report from the Chair, Cllr J Hunt

The Staffing and Finance Committee keep the wheels turning at the school, making sure that money is well spent and overseeing staffing decisions. The committee meets regularly and reviews budgets, staffing and spending and asks appropriate questions. Over the coming year our task may get tougher as school budgets get tighter and we regularly review where savings can be made. With this in mind, we are working with the Senior Leadership Team to review all expenditure and make sure spending is appropriate and necessary.

4) Ensure school follows safeguarding procedures and holds the Head Teacher to account for the welfare of pupils and staff

Health, Safety, Buildings and Welfare committee - report from Mrs Kausar, Chair of the Committee

I attend a termly Health and Safety walk around school with Mr Wingrove and Mr Dugmore (School Premises Manager) the results of which are reported to the committee. As a committee, we ensure that all children, whatever their needs, achieve the same success as everyone else and the necessary adjustments are made for these children.

We monitor that the school are meeting their legal responsibilities which are set out in the Health and Safety policy, and that this is actual current practice in school.

The impact of the committee is that we ensure that Health and Safety remains high on the school's priorities which in turn ensures the safety and well being of its staff and pupils.

Link governor for Safeguarding/SEND Report - Mrs M Greening

Safeguarding

As the nominated governor for safeguarding it is my responsibility to liaise with the Head Teacher and the schools Designated Safeguarding Lead (DSL) in respect of all matters regarding pupils' health, safety and well-being.

By reviewing, auditing and monitoring the schools safeguarding policies and procedures and holding regular meetings with the designated safeguarding lead it has been possible to evaluate the effectiveness of the schools safeguarding arrangements and report these findings to the governing body.

Attendance at city wide training events organised by the local authority enables key current issues in respect of safeguarding to be explored and these are also shared with the full governing body.

The well-being and safety of all pupils and adults within the school is a priority and work will continue to ensure that our high standards are maintained in the future.

Special Educational Needs and/or Disabilities (SEND)

As the nominated governor for SEND it is important to have a knowledge of the educational needs of children with special education needs and disabilities.

Regular meetings are held with the SEND co-ordinator to ensure that the pupils are being supported by the right services within the school and also by any outside specialist agency that may be involved.

Visits to the classroom, meetings with class teachers and support staff or pupils have also taken place. Reports are provided to the full governing body to ensure they are aware of the how SEND pupils are being supported in the school.

FUTURE PLANS

- Develop a long-term strategy for Calshot School
- Apply for the Governor mark
- Maintain our position as an Ofsted rating of 'good with areas of outstanding' as well as developing opportunities to improve