

The Alderton Infant School



Annual Governance Statement for the Governing Board of the Alderton Infant School 2014 - 2015

In accordance with the Government's requirement for all governing bodies, the 3 core **strategic functions** of the Alderton Infant School Governing Board 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.

The **Aims** of the Alderton Infant School are:

1. To appreciate and value the best efforts of every child in all aspects of school life, ensuring they each realise their maximum potential.
2. To provide a broad, balanced, stimulating curriculum for every child regardless of race, gender and ability.
3. To create a happy caring community where all feel valued and secure.

The Alderton Infant School's **Mission Statement** is:

All children in our school are entitled to a well planned, differentiated curriculum of breadth, depth and relevance, which promotes their spiritual, moral, cultural, mental and physical development; thus preparing them for the opportunities, responsibilities and experiences of adult life regardless of race, gender or ability.

Governance arrangements

The Governing Board of the Alderton Infant School is made up of:

- 2 Staff Governors (including the Head)
- 4 elected Parent Governors
- 1 Local Authority Governor
- 5 Co-opted Governors

Regular skills audits (last one conducted Summer 2015) ensure that the Governing Board has the skills required to contribute to the effective governance and success of the school.

Our professional and personal experience comprises of:

- Economist
- Journal editor, writer and researcher
- Civil Service
- Legal administration (Court Service), restorative justice, management consultancy, mediation
- Nurse working with challenging and deprived patient groups
- Legal Information Officer for an international law firm
- PA for a London Underground Director
- Met Police researcher
- Current and former Head Teachers
- Deputy Head Teacher
- School Administrators
- School Teaching Assistants
- Chair and Vice Chair for national and local health and regulation bodies
- Member of religious body active in the local community
- Treasurers for voluntary organisations
- Conference organising for adults and children
- Member of the Executive Committee of the Loughton Residents Association
- Former Scout Leader

	<p>The full Governing Board meets once each term, and we also have a number of committees, also meeting once a term, to consider different aspects of the school in detail:</p> <ol style="list-style-type: none"> 1) Personnel, Finance and Premises 2) Curriculum and Pupil Related Matters 3) Pay Committee <p>We also have committees that meet if required to consider pupil discipline, staff dismissal and giving parents a voice.</p> <p>Each Governor also has a special responsibility. These include: numeracy; literacy; child protection; SEN; equality; ICT; health & safety; training; attendance; attainment; Pupil Premium; and School Sports Funding.</p>
Attendance record of governors	Governors have good attendance at meetings and we have never cancelled a meeting because it was not “quorate” (the number of governors needed to ensure that legal decisions can be made).

Name	Category	End of Office	Position	Full	Finance	Curriculum	Pay
S Dalby	Staff	NA	Head	3	3	3	3
D Edwards	Parent	Resigned		1	NA	0	NA
J Fairhead	Co-opted	31/8/2019		3	NA	1	NA
R Fricker	Co-opted	14/2/2019	Chair: Full & Curr	3	NA	3	NA
A Heagren	Local Authority	28/2/2017		1	1	NA	1
J Lee	Staff	31/12/2017		3	NA	3	NA
S Leggate	Co-opted	28/2/2017	Chair: Fin & Pay	3	3	NA	3
S Plant	Parent	31/10/2018		1	NA	2	NA
A Rumble	Parent	17/12/2016		2	1	NA	NA
C Sibley	Co-opted	31/8/2019		3	2	NA	2
K Warman	Parent	25/9/2016		3	3	NA	NA
S Worthington	Co-opted	31/12/2017		3	3	NA	3

Achievements

Pupils

- British Values Statement developed
- Curriculum information being provided termly to parents and carers via website and email
- Pupil Premium Grant: *Report to parents can be located on the school's website*
- Sports Premium: *Report to parents can be located on the school's website*
- Attendance: Implementation of new procedures to help identify and assist persistent lateness and absence
- Homework club started
- Monitoring the implementation of the new:
 - National Curriculum
 - Phonics approach
 - Maths scheme
 - Next step marking
 - SEN School Offer / Local Authority Offer
 - Assessment procedures
 - KS1 Free School Meals
 - Closing the gap for disadvantaged pupils
 - Increased monitoring of Gifted, Able and Talented

Parent Voice Committee to improve parental involvement

- Two "Chat and Coffee" sessions held
- Parent Questionnaire sent out in March 2015
- Parent Newsletter sent outlining responses to the questionnaire and resulting actions
- School Effectiveness Plus (LA) parent and pupil voice exit questionnaire
- Messy play induction questionnaire for new starters

Governing Body

- Code of Conduct redrafted
- Training Reports implemented to ensure Governors reflect on training undertaken, feedback to the full body and monitor any resulting actions from the training

- Skills Audit undertaken based on National Governors' Association template
- Schools Financial Value Standard submitted to Essex County Council

Reconstitution: We changed from being a Governing Body comprising of:

- 3 staff governors (including the Head)
- 4 elected Parent Governors
- 2 Local Authority Governors
- 3 Community Governors

To a Governing Board comprising of:

- 2 Staff Governors (including the Head)
- 4 elected Parent Governors
- 1 Local Authority Governor
- 5 Co-opted Governors

As required by under the School Governance Constitution Regulations 2012

Essex County Council RAG rating “Green” given

Essex Education Services “School Effectiveness Plus” pilot conducted as part of local consortium

School expansion

- Completed the expansion of the Infant and Junior Schools - 2 new classrooms, language room, office and entrance hall already in use

Premises

- Phones in every classroom installed
- Dining Hall redecoration agreed
- Main Hall new floor and redecoration agreed
- Three classrooms redecoration agreed including flooring
- CCTV system extended
- Designated office for SENCo established
- Vision panel doors installed to all admin rooms

- Picnic tables purchased and play area equipment relocated

Safety

- Parking petition raised with assistance of parents and carers, residents and councillors asking Essex Highways to conduct a parking review of the surrounding area and extend current safety features following the expansion works and creation of a new entrance
- First Aid policy updated with School Nurse
- Local Authority online Safeguarding and Health and Safety audits completed

Developing closer working relationships with the New Head and Deputy in the Junior School and their governing body:

- 2 joint GB meetings held to discuss the catering surplus, the 2nd one including a celebration of the finished expansion works
- Development of a joint Absence Policy
- Collaboration between Infant and Junior School staff to create a project to support transition of Year 2 pupils
- Ongoing consideration of installing electronic vehicle gates to the school site

Staffing

- Addition to the Senior Leadership team
- Recruitment, retention and training
- Local Authority Human Resources and Occupational Health advice taken

Barley Barn – Wrap Around Care

- Regular meetings with provider to discuss and evaluate aims, effective provision and best value

Future Plans

Pupils

- Embed and monitor the new National Curriculum to ensure it remains broad, balanced and stimulating for every child
- Embed and monitor new assessment procedures implemented during 2014-15 and ensure every child realises their maximum potential
- Implement the new end of KS1 tests expected in summer 2016 and liaise with the Junior School

Parents

- Provision of information to EAL children's families and carers (possible use of translated documents)
- Continuation of "Coffee and Chat" sessions
- Experiment with a governor presence at parent's evening and information sessions
- Consider sharing examples of work with parents to illustrate children's targets

Governing Body

- Monitor future admission figures and the implication for staffing and resources
- Website improvement
- Development of a statement on the roles and responsibilities of governors to be added to the website
- Recruitment of Parent Governor
- Monitoring the changing role of Essex County Council and implications of the reduction of the Education Service Grant and ECC becoming more commissioning based
- Complete the Ethical School Uniform investigation
- Begin application process for UK Rights Respecting Award
- Review Mission Statement

Premises

- Improvement of the external school site e.g. flower beds including liaison with the Parents Association to raise money for external play equipment

Alderton Infant School Governors' Training Record

11/2014	Raise Online Presentation and Analysis	School
15/1/2015	Attendance Matters Workshop	Essex Education Welfare Service
5/2/2015	Governors Update re Governance	Essex County Council
3/3/2015	Safeguarding and Child Protection	School Consortium
6/3/2015	Training Link Governors Workshop	Essex County Council
7/5/2015	Overview of Promoting the Wellbeing of Pupils	Essex County Council
Spring	Hot topic: Assessment and British Values	Essex County Council.
15/5/2015	Governors Update re Governance & Standards	Essex County Council
10/6/2015	Attendance Matters Plus Workshop	Essex Education Welfare Service
11/6/2015	Overview of Safeguarding Children	Essex County Council
23/6/2015	Hot Topic: Making the Best Use of the Pupil Premium	Essex County Council
Summer	Governor Induction Training	School Consortium

Alderton Infant School Governors' Visits

Please see termly Headteacher's Reports to Governors for a full list of visits made to the school.

Contacting the Governing Body

We always welcome suggestions, feedback and ideas from parents and other interested parties. Please contact the Chair of Governors, Rebecca Fricker, via the school office.

You can see further information about the work of the Governing Body on the school website.