

# The Alderton Infant School



## Annual Governance Statement for the Governing Board of the Alderton Infant School 2015 - 2016

In accordance with the Government's requirement for all governing bodies, our 3 core **strategic functions** are:

- Ensuring clarity of vision, ethos and strategic direction
- Monitor and evaluate the educational performance of the school and its pupils
- Oversee the financial performance of the school - making sure money is well spent

**Vision Statement** Our vision is to be at the cutting edge of early years and infant education, to develop children to be excited by the challenge of learning, and achieve well both in their academic and personal development, to the satisfaction of parents and carers.

**Aims and Objectives** Committed and enthusiastic staff, school leaders and governors:

- Value and nurture each child as a unique individual in a happy, caring community
- Provide the best possible opportunities in a broad and balanced curriculum both within and beyond the classroom
- Set learning goals that are appropriate and challenging to each child, regardless of their race, gender or ability
- Appreciate the vital role that parents/carers play in their child's education and continue to develop ever-stronger partnerships with them
- Ensure that children feel safe and confident in a culture built on respect for self, others and the environment
- Help children to become independent, adaptable and resilient learners with the potential to be responsible citizens in a diverse and rapidly changing world
- Promote a learning culture in which all members of the school community (children and adults) expect to continuously develop and improve

## **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
- Legal administration (Court Service), restorative justice, management consultancy, mediation
- Legal Information Officer for an international law firm
- Local Authority Operational Resources Manager
- Health Visitor / Community Nurse trained in the Kings College London Family Partnership Model
- Met Police researcher
- Ministry of Justice Civil Servant
- Current and former Head & Deputy Head Teachers
- School Administrators
- School Teaching Assistants
- Chair and Vice Chair for national and local health and regulation bodies
- Treasurers for voluntary organisations
- Conference organising for adults and children
- Member of the Executive Committee of the Loughton Residents Association
- Former Scout Leader

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:

- 1) Personnel, Finance and Premises
- 2) Curriculum and Pupil Related Matters

	<p>3) Pay Committee</p> <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: maths; English; child protection; SEN; equality; ICT; health &amp; safety; training; attendance; Pupil Premium; and School Sports Funding.</p>
<b>Attendance record of governors</b>	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
Belinda Davis-Edwards	Parent	31/12/2019		2	1	2	NA
J Fairhead	Co-opted	31/8/2019		3	NA	3	NA
R Fricker	Co-opted	14/2/2019	Chair: Full	3	NA	3	2
A Heagren	Local Authority	28/2/2017		3	1	NA	1
J Lee then K Peach / T Bristow (cover)	Staff	31/12/2017		2 0	NA NA	2 1	NA NA
S Leggate	Co-opted	28/2/2017	Chair: Fin & Pay	2	2	NA	2
S Plant	Parent	31/10/2018		2	NA	1	NA
A Rumble	Parent	17/12/2016: Resigned Summer term		1	1	NA	NA
C Sibley	Co-opted	31/8/2019		3	1	NA	1
Grant Tufton	Associate / Parent	29/6/2020		2	1	1	NA
K Warman	Parent	25/9/2016: Resigned Summer Term		2	2	NA	NA
S Worthington	Co-opted	31/12/2017	Chair: Curr	3	3	3	3

## Achievements

### **Pupils**

- 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, with particular focus on the needs of PPG children and their families and carers
- Monitoring the implementation of the new national curriculum and assessment without levels including new KS1 SATS and Interim Framework 2015-16
- Exit questionnaires for Year 2

### **Safeguarding**

- DfE guidance "Keeping Children Safe in Education", Educate Against Hate website and the Prevent Duty considered
- Local Authority online safeguarding audit completed
- Local Authority visit and audit of Single Central Record and personnel files

### **Parent Voice Committee to improve parental involvement**

- Meeting with Reception parents to discuss first impressions of the school and the induction process
- Meetings for parents re: e-safety, early reading, maths
- Sharing examples of work with parents to illustrate children's targets including KS1 SATs and expectations
- Parent Questionnaire sent out in March 2016, change in process led to a very high response rate
- Newsletter sent outlining responses to the questionnaire and resulting actions, full responses published on the website
- Home School Agreement revised

### **Governing Body**

- Schools Financial Value Standard submitted to Essex County Council
- All governors undertaken enhanced DBS checks for 1/9/2016 deadline
- All governor details added to the DfE Edubase for the 1/9/2016 deadline
- Explanation of the roles and responsibilities of governors to added to the website
- Review of the School's Vision Statement and Aims and Objectives
- Completion of the Ethical School Uniform investigation

## **Essex County Council RAG rating “Green” given**

- School Effectiveness Plus evaluation completed

## **Premises**

- Heating Pipework replacement started
- New dishwasher system fitted in the catering kitchen
- Replacement servery installed in the Junior Hall
- Refurbishment of main hall completed

## **Safety**

- Extension of current road safety features following the expansion works and creation of a new entrance
- Local Authority online Health and Safety audit completed
- Tree works completed following Local Authority survey

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

- Joint GB meetings held to discuss the catering surplus
- Ongoing consideration of installing electronic vehicle gates to the school site
- Attendance at Governor Services “Concerns and Complaints” course
- Chair and Headteacher attendance at Consortium Partnership working event

## **Staffing**

- Change in SENCo
- Recruitment, retention and training
- DfE “School teachers’ pay and conditions document 2015 and guidance on school teachers’ pay and conditions” considered and implemented

## **Barley Barn – Wrap Around Care**

- Establishment of working and legal relationships with new provider Asquith Nurseries following their takeover of Barley Barn
- Regular meetings with provider to discuss and evaluate aims, effective provision and best value

## Future Plans

### **Pupils**

- Monitor the new National Curriculum to ensure it is creative and remains broad, balanced and stimulating for every child
- To enhance a cross curricular approach in maths and English to boost teaching and learning and raise attainment above national
- To improve writing standards and progress, including a stronger focus on punctuation & grammar, in particular for boys and pupils receiving pupil premium
- To improve maths standards and progress, in particular for higher achieving girls and pupils receiving pupil premium

### **Parents**

- Continue to enhance the attendance rate of pupils, particularly for those in receipt of pupil premium
- Continuation of “Coffee and Chat” sessions with a theme / objective each time
- Experiment with a governor presence at parent’s evening and information sessions
- Development of a new “Parents and Carers Code of Conduct and Concerns and Complaints” with the Junior School

### **Staff**

- To further enhance CPD for middle managers and the implication for teaching and learning
- Investigate and promote staff wellbeing, starting with a questionnaire to assess current situation
- To continue to embed new assessment and curriculum procedures in conjunction with partner schools
- To enhance the monitoring and management of intervention strategies to better support the learning of pupils in receipt of pupil premium

### **Governing Body**

- Recruit a new Parent Governor in the Autumn Term
- Considering Multi Academy Trusts as part of the local consortium in line with DfE thinking and local authority duties
- Enhance the website, and wider communication channels, for parents and carers
- Review the content and purpose of the Head Teachers Report
- Update “Code of Conduct and Concerns and Complaints” in line with Essex County Council guidance

## **Premises**

- Refurbish internal areas following major heating works programme
- Refurbish SENCo learning support base
- Update fire alarm system
- Repair dining hall roof (joint with Junior School)

## **Alderton Infant School Governors' Training Record**

4/9/2015	Safeguarding and Child Protection	Consultant
23/9/2015	E-Safety & Online Child Exploitation	Consultants
23/9/2016	Wellbeing of Pupils	Essex County Council
29/9/2015	WRAP Training	Head – Junior School
6/10/2015	Single Central Record	Essex County Council
17/11/2015	Overview of SEND	Essex County Council
18/11/2015	Safer Recruitment	Essex County Council
Autumn & Spring	Induction	School Consortium
11/1/2016	Supporting the Needs of the Most Able Children	Essex County Council
18/1/2016	Attendance Matters	Essex County Council
29/1/2016	SEND: Developing Skills for Governors	Essex County Council
13/4/2016	OFSTED Ready	School Consortium
24/5/2016	Safeguarding	School Consortium
26/5/2016	Getting to Grip with Data	Essex County Council
13/6/2016	School Led Scholl Improvement System	School Consortium
7/7/2016	Dealing with Concerns & Complaints	Essex County Council

## **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.