

# The Alderton Infant School



## Annual Governance Statement for the Governing Body of the Alderton Infant School 2017 - 2018

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 full one conducted Summer 2015 with an update taking place this academic year with reference to the requirements of the DfE “Governance Competency Framework”) 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
- Legal journal editor, writer and researcher
- Legal administration (Court Service), restorative justice, management consultancy, mediation
- Local Authority Operational Resources Manager
- Ministry of Justice Civil Servant
- Current and former Head & Deputy Head Teachers
- Teachers (with Primary and Secondary School experience and SENCO and senior leadership responsibilities)
- School Administrators
- School Teaching Assistants
- Chair and Vice Chair for national and local health and regulation bodies
- Treasurers for voluntary organisations
- Member of the Executive Committee of the Loughton Residents Association

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
- 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: 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
<b>S Dalby</b>	<b>Staff</b>	<b>NA</b>	<b>Head</b>	<b>3</b>	<b>4</b>	<b>3</b>	<b>3</b>
<b>M Ayers</b> (Joined Nov 2017)	<b>Parent</b>	<b>22/11/2021</b>		<b>3</b>	<b>1</b>	<b>NA</b>	<b>NA</b>
<b>J Fairhead</b>	<b>Co-opted</b>	<b>31/8/2019</b>		<b>1</b>	<b>NA</b>	<b>2</b>	<b>NA</b>
<b>J Ferguson</b>	<b>Parent</b>	<b>11/1/2021</b>		<b>2</b>	<b>NA</b>	<b>2</b>	<b>NA</b>
<b>R Fricker</b>	<b>Co-opted</b>	<b>14/2/2019</b>	<b>Chair: Full</b>	<b>3</b>	<b>2</b>	<b>3</b>	<b>NA</b>
<b>S Harris</b>	<b>Co-opted</b>	<b>28/2/2021</b>	<b>Chair: Fin &amp; Pay</b>	<b>3</b>	<b>4</b>	<b>NA</b>	<b>3</b>
<b>S Hambling</b>	<b>Staff</b>	<b>31/8/2020</b>		<b>0</b>	<b>NA</b>	<b>0</b>	<b>NA</b>
<b>S Henderson</b> (Joined Nov 2017)	<b>Associate</b>	<b>22/11/2021</b>		<b>2</b>	<b>NA</b>	<b>2</b>	<b>NA</b>
<b>C Richardson</b>	<b>Parent</b>	<b>22/11/2021</b>		<b>2</b>	<b>NA</b>	<b>2</b>	<b>NA</b>
<b>C Sibley</b>	<b>Co-opted</b>	<b>31/8/2019</b>		<b>2</b>	<b>4</b>	<b>NA</b>	<b>3</b>
<b>Grant Tufton</b> (Resigned July 2018)	<b>Parent</b>	<b>29/6/2020</b>		<b>3</b>	<b>3</b>	<b>NA</b>	<b>NA</b>
<b>S Worthington</b>	<b>Co-opted</b>	<b>31/12/2021</b>	<b>Chair: Curr</b>	<b>3</b>	<b>4</b>	<b>3</b>	<b>3</b>

## Achievements

### **OFSTED**

- November 2017 Inspection: Rated “Good”

### **Pupils**

- Focus on girls performance in Maths
- Focus on boys and writing
- Focus on closing the gap for PPG pupils
- 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: Continued monitoring to help identify and assist persistent lateness and absence, with particular focus on the needs of PPG children and their families and carers. This close monitoring has resulted in an overall school attendance figure of 96.04% which exceeds our target. This is despite levels of childhood illness and unauthorised holiday absence throughout the year
- Large interactive whiteboard (with laptop and storage) purchased for the main hall allowing for improved presentations

### **Safeguarding**

- Local Authority online safeguarding audit successfully completed
- Local Authority health and safety audit successfully completed
- Local Authority visit and audit of Single Central Record and personnel files successfully completed

### **Parents & Carers**

- Meetings re: academy status consultation, maths, phonics, e-safety, transition to Juniors, and Purple Mash homework
- Growth Mindset training
- Introduction of lucky dip termly tours for a parent or carer from each class – judged to be a real success

### **Governing Body**

- Ongoing move to Academy status to join the Epping Forest Schools Partnership Trust
- Agreed a new constitution under the Epping Forest Schools Partnership Trust
- Recruitment of 3 parent governors
- Assessment of skills against the DfE “Governors’ Competency Framework”

- Schools Financial Value Standard submitted to Essex County Council
- Implementation of the new data protection requirements (General Data Protection Regulation 2016)
- Updated Code of Conduct adopted
- Consideration of use of meetings, committees and roles from Autumn 2019
- Awareness of current and future school budget issues, and communication of implications to staff and wider school community

### **Staff**

- Peer Review Partnership with local schools
- Recruitment, retention, training and supporting and covering 4 maternity leaves
- Recruitment of a new Deputy Head following the retirement of Miss Melia
- TUPE procedures carried out with regard to joining the Epping Forest Schools Partnership Trust

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

#### **Premises**

- Refurbishment of the Senco base - improving the environment for specialist staff visits & enabling families to meet formally & informally for meetings
- Staff kitchen also refurbished – a necessity with increasing staff numbers
- 3 classrooms redecorated over the summer holidays
- Hall floor issues resolved

#### **Developing closer working relationships with the Head, Deputy and GB in the Junior School**

- Recruitment of site manager’s assistant
- Catering arrangements agreed
- Lease issues resolved with the change to becoming an academy

#### **Wrap Around Care**

- Establishment of working and legal relationships with new provider Energy Kidz following the departure of Bright Horizons
- Regular meetings with provider to discuss and evaluate aims, effective provision and best value
- Conversation started about the provision of holiday clubs from Autumn Term 2018

## 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 & Carers**

- 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

### **Staff**

- To further enhance CPD for middle managers and the implication for teaching and learning
- 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**

- 2018/2019 (and 5 year) School Development Plan drafted for consideration
- Skills audit: recreate this as a “live” document which can be updated in real-time
- Finances re expected changes to the funding formula and decreased income from Parents Association

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

Governors Update Meeting	9/11/2017	ECC
Health and Safety	15/11/2017	ECC
Multi Academy Trust update meeting	22/11/2017	EFSPT
2 John's E-Safety Course	15/1/2018	School
Analyse School Performance	18/1/2018	ECC
Multi Academy Trust update meeting	21/2/2018	EFSPT
Safeguarding Governor	27/3/2018	EFSPT
Multi Academy Trust update meeting	16/5/2018	EFSPT
Attendance Matters	13/6/2018	ECC

## **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.