

Monkfrith Governing Body Annual Statement 2017

Overview from Jan-Dec 2017

During the year governors have agreed and reviewed a number of policies and procedures to be adopted by the School. Through discussion and challenge governors have achieved a thorough understanding of how the school uses its resources including the effective use and impact of pupil premium funding. Through analysis of the school data they understand how well Monkfrith's pupils perform compared with pupils nationally.

In March 2017, the expansion of Monkfrith to two form entry was completed, on schedule. Overall the project was considered very successful by governors. No major incidents occurred, governors and SMT ensured that disruption to the running of the school was minimised and also worked closely with the contractors to ensure the project ran to time. The governing body is positive that the local authority's investment in the school and the improved facilities has secured its future and made it fit for purpose for Monkfrith's growing population.

In the summer term the head teacher informed governors of her intention to retire in July 2018. Governors discussed what the key priorities for Monkfrith should be going forward, what kind of school culture was important and the qualities and skills they wanted in a new head teacher. Following these discussions governors commenced the process to recruit a new head teacher. In November interviews were held and governors were delighted to appoint a new head teacher (the current deputy head) who will take up the post in September 2018.

Over the year three new parent governors joined the governing body, a new staff governor, co-opted governor and LA governor were appointed. The chair was re-elected for a further two years and a new vice chair was elected for a two year period.

All governors attended one or more training session to support the governing body's commitment to continuous development.

Resources Committee

The school expansion was completed in March. Overall the project was considered very successful by the resources committee. No major incidents occurred, governors and SMT ensured that disruption to the running of the school was minimised and worked closely with the contractors to ensure the project ran to time. Following the completion of the expansion project new playground equipment for new KS1 and KS2 play areas was agreed by the committee. It was also agreed that a building and maintenance programme should be completed, together with a costing plan. This task is on-going.

The resources committee continued to discuss the purchase of ICT equipment. A selection of tablets and chromebooks were trailed and although no large scale purchases have been made yet the school has decided on which chromebooks and tablets they will be investing in. Purchases will be complete by end of the financial year (by March 2018).

After reviewing school security a new door and gate system was agreed and was fitted over the summer break.

A governor conducted the annual health and safety walk around the premises to ensure the school is well maintained and safe for all pupils.

Governors led the process for recruiting and appointing a new Headteacher to take position in September 2018. In addition, governors were involved with the appointment of new teachers during the year. They have reviewed staff training and professional development opportunities for the year. Governors have been overseeing the introduction of Unified Reward for non-teaching members of staff.

Pupil Progress and Welfare (PPW) Committee

Ensuring that all of Monkfrith's groups of learners are making good progress and have good outcomes is a key priority for the governing body. This year the PPW committee has monitored progress for our SEN and pupil premium groups of learners as well as looking at overall progress and attainment across the school. We have analysed progress and attainment data for all year groups and discussed trends. In the autumn term an attainment review was carried out by an external school partner with the head, deputy and the chair of governors. The review concluded that all groups of learners made good progress at Monkfrith and that overall progress and attainment were above the national average in many areas. The attainment review concluded that based on the results data for 2017 the school was good.

Governors have continually challenged school leaders to demonstrate that they are teaching at an appropriate level to achieve good results. The PPW committee is satisfied that our system of assessment is rigorous and robust and that it helps teachers move all groups of learners on. The 2017 end of year results for phonics, KS1 and KS2 tests reflect the fact that good teaching and assessment practices are in place. Overall results for the year were above national average in EYFS outcomes, Phonics, KS1 and KS2 tests.

Governors have a good understanding of the systems in place to enable children to make good or better than expected progress in their learning. We will continue to monitor progress of all groups of learners including pupil premium and children with SEN over the next year.

The head teacher shares key performance data with governors every term. This year governors have had the opportunity to evaluate and discuss data on EYFS, Phonics, KS1 and KS2 test results.

As part of our annual cycle of self-assessment and continuous improvement the school produces a school improvement plan (SIP) with key action points for the year. After some governor discussions around the effectiveness of the SIP, the SMT devised a new style SIP for 2017/18 which highlights the most important priorities for the school and makes it easier for staff to use to drive improvements. It is the governing body's responsibility to monitor progress towards implementation of these action points. All governors are responsible for overseeing a particular area in the school and visit the school to talk to teachers and to see find out how the school operates. This year governors have visited the school. Governors have met with curriculum leaders to find out how core subjects like maths and literacy are being taught and have met with the EYFS team to gain a deep understanding of early years provisioning at Monkfrith and to monitor children's progress. The SEN governor has also met with the SENCo to discuss how children with learning difficulties are supported and to find out more about the different interventions that are provided at Monkfrith. Over the year Governors are invited to drop in to classes and join whole school events. There have been several class visits this year.

Governors have frank discussions with staff members about new opportunities, challenges and improvements that could be made so the school is continuously improving. In the summer term governors who were responsible for monitoring key areas reported back to the rest of the governing body.

The Governing Body has monitored the School Improvement Plan. This has been achieved through discussion and questioning of the Head teacher's report and by governors' first hand observations in the school.

Improving attendance continues to be a priority for the school and a focus for the PPW committee. Attendance data was discussed and approaches to tackling persistent absenteeism discussed and monitored.

Most governors attended a training session on safeguarding delivered by an external provider to ensure the governing body is confident in its role in overseeing and scrutinising safeguarding practices in the school.

Finance Committee

The finance committee discussed the budget and during the year were able to question how spending aligns with the budget, thus ensuring solvency and probity thereby ensuring financial resources were used effectively. The committee has monitored how the Pupil Premium grant and the Schools Sports funding have been used and their impact. The finance committee has been effective in overseeing arrangements for relating teachers' pay to performance.

The school business manager resigned in February. Since then her duties have been carried out by the trainee school business manager and supported / overseen by our external finance contractors. The trainee will complete her training in early 2018. The finance committee is regularly updated by the trainee school business manager on relevant issues.

In the summer term the finance committee took the decision that the school should move to cashless payments to relieve administrative pressure on office staff and to meet parents' requirements. The introduction of the system has been welcomed by parents and office staff.

Finding new revenue streams and increasing lettings has been a big priority for the finance committee in 2017. Since the completion of our new facilities the school has increased lettings and this continues to be a priority for the school. In the Autumn term the new lettings policy was produced with increased prices in line with market rates.

Governors have been working closely with SMT to help manage the introduction of Unified Pay for all non-teaching staff.

Two governors and the School Improvement Partner met during 2016 to review the Head teacher's performance in meeting objectives set. They made recommendation on pay and agreed objectives for the next year.

The pay committee also met to review and agree performance related pay recommendations for staff.