

## **Monkfrith Governing Body Annual Statement 2018**

### **Overview from Jan-Dec 2018**

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.

Since the autumn terms governors have been reviewing all policies to ensure they are up to date and are also monitoring the school's performance in remaining compliant with its own policies.

The appointment of the new head teacher (previously the deputy) was confirmed by Jan 2018 and the governing body discussed and planned the transition arrangements for a smooth handover that would be required for the summer term between the outgoing and incoming head teacher.

The governing body did interview to appoint a deputy head teacher to start in September 2018 alongside the new head teacher. Unfortunately, there were no suitable candidates at this time so governors and senior leaders agreed that an experienced interim deputy head teacher should be seconded from a local school to provide support and capacity for the new head teacher until a full time deputy head teacher was appointed. In November 2018 the governing body interviewed again for a deputy and this time appointed a new deputy to take up post from Summer term 2019.

One parent governor resigned leading to an election and the appointment of a new parent governor.

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

### **Resources Committee**

Building maintenance and compliance was a focus in 2018. The resources committee agreed that a building and maintenance programme should be completed, together with a costing plan to ensure the building is well maintained and the school is budgeting for on-going essential works.

During the summer term and summer holidays there was some investment in ensuring the school was compliant with its H&S and building regulatory obligations. 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 prepared for the introduction of GDPR ensuring that the school was familiar and compliant with the new legislation. Governors took part in GDPR training, produced a new GDPR policy and supported senior leaders in ensuring all staff understood the new rules and the impact of the legislation in their day to day duties. Governors also appointed a Data officer.

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 they will be investing in. Purchases will be complete by end of the financial year (by March 2019).

Governors led the process for recruiting and appointing a new deputy headteacher to take position in from Summer term 2019. 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.

### **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 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 2018 the school was outstanding.

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 2018 end of year results for phonics, KS1 and KS2 tests reflect the fact that good teaching and assessment practices are in place.

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. Governors were introduced to RouteMap which is a new performance tracking package the school is using.

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. The new head teacher has introduced a new style SIP for 2018/19 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. Governors agreed that school holidays taken in term time should no longer be authorised unless in exceptional circumstances.

Mental health and wellbeing is an important priority for the PPW committee and governors have been updated and fully support the zones of regulation programme which was introduced in the summer term and has continued to be embedded during the autumn term.

Safeguarding is discussed at every meeting. This year Governors have been monitoring the school's single central record on a termly basis and noting actions that the school needs to complete to remain compliant with our safeguarding policy and safeguarding best practices.

### **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 finance committee has been regularly updated by the school business manager on relevant issues. The current school business manager resigned at the end of 2018 and a new school business manager has been appointed.

Finding new revenue streams and increasing lettings has been a big priority for the finance committee in 2018. Lettings income has increased over 2018 and the school has let its premises on weekends and during school holidays to raise additional income. The finance committee also agreed that a parent donation option should be included in the parentpay app as an on-going means of fundraising.

The pay committee has met during the year to review and agree performance related pay recommendations for staff.

Two governors and the School Improvement Partner met during 2018 to review the Head teacher's performance in meeting objectives set. In September a new performance management cycle was commenced for the new head teacher. Three governors and the school improvement partner are partaking in this process. Governors have set targets and agreed objectives for the new head teacher.