

**Annual Governance Statement for the Governing Body of  
Rolls Crescent Primary School July 2015**

In accordance with the Government's requirement for all Governing Bodies, the three core strategic functions of Rolls Crescent Primary School Governing Body are:

1. Ensuring clarity of vision, ethos and strategic direction
2. Holding the Headteacher 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

**Governance Arrangements**

The Governing Body through this year has been:

- five Parent Governors (three in post all through the year)
- three Local Authority Governors (two in post all through the year)
- two Staff Governors
- the Executive Headteacher
- four Community Governors (three in post all through the year)

the two Heads of School have attended all Full Governing Body and Committee meetings

*The skills required to contribute to effective governance and the success of the school*

- *Knowledge of finance including financial planning and accountability, tendering, building services and schools financial regulations.*
- *Recruitment experience, performance management, complaints and grievances.*
- *Knowledge of SEND legislation, safeguarding and health and safety.*
- *Knowledge of strategic planning, data analysis, teaching and school curriculum and ICT*
- *Knowledge of the local community, school governance and the role of the Chair.*

*The Governing Body has a programme of meetings throughout the school year, and a committee structure that focuses on specific areas of governance.*

**Attendance record of Governors**

*A record is kept by the Clerk to the Governing Body of Governors' attendance at meetings. Details of attendance can be found on page 3*

*Meetings need to be "quorate" to ensure that decisions can be made.*

**The work we have done on our committees and in the governing body meetings**

*The Full Governing Body meets at least once each term. We also have three sub-committees to consider particular aspects of the school in detail. These committees are:*

- *Finance*
- *Performance scrutiny*
- *Personnel*

*The work that we have completed in our full governing body meetings and our sub-committee meetings is as follows:*

*FGB meetings*

- *Discussed updates from all sub-committees (personnel, finance and performance scrutiny.)*
- *Challenged heads of school on progress towards the key priorities on the performance improvement plan*
- *Agreed the reconstitution structure of the governing body*
- *Agreed policies on finance, attendance, staff appraisal (including heads of school) and safer recruitment.*
- *Discussed reports and recommendations from Local authority quality assurance professional.*
- *Approved the schools financial value standard for 2015*
- *Agreed a rolling programme for ICT including touch screens and I-pads*
- *Agreed improvements to school grounds e.g. EYFS artificial grass and re-surfacing of the cycle track, key stage 1 artificial grass area, security cameras, safety gates, wheel-chair access for minibus and finger guards on all doors.*
- *Received training about how to navigate the new school website and twitter account.*
- *Training opportunities accessed by governors including: Fischer Family Trust data (x3) Safeguarding (x2) Preparing Ofsted (x3) Financial efficiencies x1, understanding data (x3)*

- *Carried out skills audit to establish our governors' skill set.*

#### Finance meetings

- *Invited the schools PPG leader to provide information and updates on PPG provision and expenditure.*
- *Propose improvements to ICT provision to the FGB including funding the development of a new website, recruitment of ICT teaching assistant, touchscreen programme.*
- *Approved the schools financial value standard for 2015.*
- *Approved budget for the current financial year (to be taken to the FGB.)*
- *Discussed 3 year budget projection*

#### Personnel meetings

- *Agreed staffing structure proposal.*
- *Monitored staff appraisal procedures including, heads of school.*
- *Reviewed recruitment procedures including the training of more governors on the safer recruitment process.*
- *Participated in the recruitment of new staff.*
- *Agreed the introduction of a confidential staff absence register to enable governors to question heads of school on absence and value for money. (Updates given each meeting.)*
- *Discussed the team teaching / positive handling and code of conduct policies.*
- *Monitored teaching and learning through the anonymised triangulation of teaching, book scrutiny and data evidence provided by the heads of school.*

#### Performance Scrutiny.

- *Carried out scrutiny and analysis of previous year's data in consultation with Heads of School.*
- *Challenged Heads of School with key questions on priorities identified through school data analysis. (Updates from Heads of School and Phase Leaders, where appropriate, each meeting.)*
- *Ensured provision was in place for the implementation of the new national curriculum in years 1, 3, 4 and 5.*
- *Monitored assessment and tracking of pupil progress and attainment evidence provided by the heads of school.*
- *Monitored marking and feedback and pupil response to marking in pupils' books.*
- *Discussed key issues identified on the Ofsted report 2015 and challenged heads of school on their plans on how to address these.*
- *Requested feedback from the PPG lead as to how the performance of PPG pupils compared with non-PPG pupils.*
- *Ensured challenging targets were set for all classes and cohorts in liaison with Heads of School.*

*Notes on website to inform all stakeholders how they can access minutes of the governors' meetings.*

#### **Strategic Planning for the future**

- *To ensure the school has an effective assessment system that does not rely on levels.*
- *Reconstitution of the governing body completed*
- *Future plans for the management of the school.*
- *Monitoring of Ofsted key priorities (questioning, engagement of pupils on tasks, restructuring of foundation stage.)*
- *To support the introduction of Philosophy for children (P4C) to improve pupil engagement in lessons and focus teacher questioning- two of our Ofsted areas for improvement.*
- *Support the school in developing new initiatives e.g. Singapore Maths.*
- *Ensure challenging targets are set for the next academic year in liaison with the heads of school.*
- *Ensure high expectations of our pupils are maintained so attainment continues to improve and outstanding judgement is worked towards.*
- *Ensure the organisation of the delivery of teaching activities in the EYFS is improved (Ofsted area for improvement.)*

**How to contact your governing body**

*Information about the school's Governing Body is available on the Governors' page of the school website. If you wish to contact a member of the Governing Body you can either contact the office (0161-234-1090) or write a letter for the attention of the Governor and hand it in at the office.*

**The Rolls Crescent Primary School Governing Body – membership**

<b>Name of Governor</b>	<b>Category</b>	<b>term of office</b>	<b>attendance</b> (out of 4 Full GB meetings)
David Watson	Executive Headteacher	ex officio	2
Darren Cooper	Community Governor	6/12/17	4
Paul Davies	Local Authority Governor	27/1/16	3
Steven Flower	Parent Governor	6/5/17	4
Martin Harding (Chair)	Community Governor	30/1/19	3
George Morton	Local Authority Governor	7/17	3
Louise Piotrowski	Staff Governor	3/10/17	4
Kay Roche	Staff Governor	6/11/17	4
Josh Steiner	Community Governor	1/12/17	0
Raphael Thuret	Parent Governor	6/5/17	3
Manasha Yasin	Parent Governor	7/10/16	3
<b>Heads of School</b>			
Jeff Reynolds		ex officio	4
Helen Turner		ex officio	3