

Annual Governance Statement for the Board of Governors of Cookridge
Holy Trinity Church of England (VA) Primary school

2018/2019

In accordance with the Governments' requirements for all governing bodies, the 3 core strategic functions of the Board of Governors are:

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

Our Governing Body

The board of governors at Cookridge Holy Trinity is made up of the Head teacher, 1 staff governor, 9 foundation governors, 1 local authority governor and 3 parent governors. The Foundation governors are appointed by the Parish Council of Cookridge Holy Trinity church. The Parish Priest at Cookridge Holy Trinity Church is appointed, ex- officio, but is counted as one of our 9 foundation governors.

The full governing body meet 5 times a year. This past year we have altered our committee structure. We decided to merge Teaching and Learning and Inclusion as well as forming a new committee entitled Christian Ethos committee. Each committee has continued to meet once every half term or more when there were urgent matters to be discussed.

The committees were:

* Resources: finance and staffing

* Teaching, Learning and Inclusion: monitors standards of teaching and pupil performance and progress including monitoring provision for groups such as Special Educational needs and monitoring work done with our more able pupils

* Built Environment: focus on premises, health and safety and the development of our school environment

* Christian Ethos: to monitor teaching in religious education and religious practices within school whilst strengthening relationships with our church community at Holy Trinity.

Governor roles

Specific responsibilities were allocated to individual governors to ensure government guidelines were met and we were following all statutory policies. These roles were as follows:

Attendance

Children Looked After

Child protection and Safeguarding

Cluster/Trust

Early Years Foundation Stage

Equalities

Governor Development

Health and Safety

Pupil Premium

SEND (Special Educational Needs and Disability)

Sports Premium

GDPR (General Data Protection Regulation)

Complaints

Attendance

This year, governor attendance was good, with all meetings being quorate.

Review of work carried out this year

We have continued to ensure that the whole school are working towards our next goal, to be judged as an outstanding primary school. In each of the committees we have questioned and challenged the Head teacher and the Senior Leadership Team to ensure that all aspects of school life are being evaluated continuously, thus optimizing the educational performance and progress of all the children in school. We have received clear information from the Head teacher and the Senior Leadership Team regarding the progress of children and the standards of teaching. The school development plan and the school evaluation have been regularly reviewed and, at times, challenged by the governing body. The SIAMS framework has been updated and this information was fed back to the whole governing body at the start of the school year. In March of this year, we had an Ofsted inspection. We were judged as good but have been recommended for a section 5 inspection, a further 3 day inspection to see if we meet the criteria for an outstanding judgement. Several of the governing body were present and took part in the Ofsted inspection. The Ofsted Inspector identified clear next steps for the school and those responsible for governance. He was particularly impressed with the governors role in ensuring that safeguarding arrangements were fully compliant and with the variety of training that governors have undertaken in this area.

Resources Committee

* An annual budget was set for the financial year, from April to March the following year, and forecasts were produced for the 3 subsequent years. This was scrutinized by the committee to ensure that funds were utilized to ensure fulfilment of the objectives of the School Development Plan. We have continued to ensure there is a surplus for capital bids if required whilst constantly reviewing expenditure against an increasingly tight budget.

Note: Final approval of the budget is a matter for the full Governing Body. The budget must balance or produce a small surplus. The expenditure and income are monitored against the agreed annual budget on a monthly basis.

- * A similar budgetary process has been followed for the Before and After School Club.
- * Pupil premium and Sports premium expenditure were monitored.
- * The committee has benchmarked financial performance against similar schools. Best value reviews have been regularly undertaken.
- * Financial Standards and committee member competencies have been monitored and certified and will continue to be monitored and certified annually.
- * Members of the Committee served as required on selection panels for all appointments made within the school. This year has seen the appointment of several new teaching assistants.
- * The committee has also acted as the Pay Committee which has met to consider the salary proposals for teaching staff members proposed by the Head Teacher. This has been informed by an agreed Pay Policy adopted annually by the full Governing Body. In addition the Head teacher's salary has been reviewed, following an external performance review, and feedback to a panel of 3 foundation governors.

Teaching and Learning Committee

We have used the suggested termly agendas as provided by Governor Support Services.

- * Term 1 – SIAMS update and talk from subject leader in RE regarding changes to teaching and assessment. This was followed up by a governor learning walk.
- * Term 2 – The Creative Curriculum: the governors were updated on how schools are expected to offer an exceptional curriculum using a cross curricular approach with stimulating materials inspiring children

to learn. This was followed up with a governor visit where children presented their topic work to governors.

* Term 3 – SEND update and update on the growth mindset project

An additional meeting was also held in the Spring for detailed feedback on the Ofsted inspection.

Built Environment Committee

Summary of work done and main issues addressed by the Built Environment Committee:

* Continued focus on Safeguarding and Health and Safety, including regular ‘walk round’ Health and Safety surveys

* on going monitoring of general maintenance and repair work around school

* on going review of the school building and discussion regarding major works required to ensure our school building is fit for purpose. The main focus this year has been the school roof.

* A review of security within school including procedures for invacuation

Christian Ethos Committee

*The main focus of this committee over the past academic year has been to review our admissions criteria in line with other faith schools in the area.

*Governors have supported a new initiative where year 4 children have been offered an opportunity to receive communion at Holy Trinity Church.

Closing statement

The governing body will be welcoming another new foundation governor over the next academic year following a resignation mid year.

We would like to thank our colleague for his commitment and contribution to the work of the Governing Body over many years and in particular for his work on the built environment committee.

Looking forward, we continue to strive to question and challenge effectively to ensure that our 3 core strategic functions are carried out. We look forward to welcoming Ofsted back to Holy Trinity this academic year and welcome the outcome, whatever that may be! We look forward to further strengthening our collaborative working with the whole teaching team and the church, with a view to providing the best for every child in a Christian environment, in accordance with Holy Trinity's mission statement.