

Suffield Park Infant and Nursery School Annual Governance Statement July 2020

Members:

Mrs Nichola Stewart
Dr Vivienne Lennox – Chair
Mr John Sansby – Vice Chair
Mrs Sarah Woods
Mrs Alyson Appleyard
Cllr Tim Adams
Mrs Sarah Francis
Mrs Anne Ridley
Mrs Angela Bullock

All school governing bodies have three core strategic functions

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 money is well spent.

Our governing body is currently made up of:

- 4 co-opted governors
- 3 parent governors
- the headteacher
- 1 staff governor

We have two vacancies for one co-opted governor and one local authority governor.

Co-opted governors are appointed by the governing body and are people who have the skills to help the governing body carry out its core functions.

The full governing body has met five times during the past year and has received reports from the Head Teacher and our committees who met regularly to monitor the work of the school.

Our committees are:

- The finance and personnel committee
- The curriculum committee
- The nursery committee
- The health and safety & buildings committee
- The strategy committee
- The headteacher's performance management committee
- The pay committee

Over the past academic year, the main areas for focus of the governing body have been:

- Supporting the Head Teacher to manage the school and nursery whilst she led the staff in their work to ensure continued safe high-quality education and support was

accessible to all pupils and their families during the uncertainty of the Covid-19 pandemic.

- Scrutinising and approving the Risk Assessment for the safe running of the school during the Covid-19 pandemic and the full re-opening in September.
- To ensure that funding for disadvantaged children is used to enable them to make accelerated progress and close the gap in attainment with other children, including supporting their continued education during the Covid-19 school closure.
- To monitor through the year, the progress of learning so that a greater percentage of children were on track to reach at least the expected standard of attainment and more children would achieve a greater depth of learning. The school closure however meant that final assessments were not possible.
- To ensure we offer the highest quality of education for our children whilst maintaining financial viability in both the school and the nursery during a time of reduced funding.
- To investigate all options for partnerships with other schools and organisations. This resulted in a new link with the Wensum Trust who we are working with to improve the children's mastery of phonics. We also work closely with VNET, a Norfolk educational organisation who provide a wide range of staff training and bespoke support and advice to the school.
- Reviewing policies on a rolling programme.

The finance and personnel committee has worked with the senior management team and our finance officer to agree the school budget and spending priorities. It has monitored spending each month and adjusted the budget as required to ensure school priorities are adequately funded. It has successfully completed the Schools Financial Value Standard and ensured value for money. Staffing has been reviewed and adjusted according to pupil numbers, specific pupil needs and funding available.

The curriculum committee has analysed children's progress, the interim results achieved prior to the closure of the school during the pandemic, and challenged staff for explanations for differences between groups of children. They have received reports from subject leaders, monitored the school improvement plan, ensured safeguarding arrangements are robust and received reports of any complaints. They have received reports on the continued provision for vulnerable children and those of key workers and for the home education and safeguarding arrangements for those not attending during the school closure.

The nursery committee has received reports from the nursery manager and finance officer on all aspects of the nursery including staffing, finance, safeguarding and the delivery of the EYFS. They have agreed the nursery budget and monitored staff workload and sustainability with the recent expansion of the nursery. They carefully considered the financial implications of the nursery closure during the pandemic and approved for some staff to be furloughed to minimise losses whilst maintaining safe provision for those continuing to attend.

The health and safety & buildings committee have carried out risk assessments, monitored the state of the buildings and grounds, scrutinised the accident log and drawn up a business

continuity plan for use in the event of a disaster. They regularly met with representatives from NPS to press for a resolution to the repeated flooding issue.

The strategy committee developed with the senior management team the school's improvement and development plan, the three-year strategic plan and agreed the school's staffing structure within current financial constraints. They scrutinised the Risk Assessment for the safe opening of the school during the Covid-19 pandemic prior to presentation to the Full Governing Body.

Minutes of the governing body and committee meetings are public documents. If you would like to see any of the minutes please ask in the school office.

Priorities for governing body in the coming year include:

- To support and monitor the wellbeing of the Head Teacher and all the staff during the challenging time ahead whilst they settle children back into school and help them to catch up on missed education.
- To support and challenge where necessary, the senior management team to improve outcomes, both educational and emotional, for all children.
- Monitoring the progress of the school's development plan, which includes a focus on phonics and reading along with the implementation of the new school curriculum.
- Diminishing the difference in attainment between disadvantaged and other children
- To monitor the school's effectiveness against the Intent Statement
- Ensuring that sufficient funds are available to meet the needs of all pupils.
- To monitor that external partnership arrangements are the most beneficial available for our children.

We always welcome feedback and ideas from parents– please contact the Chair of Governors via the school office.