



SOUTH GROVE PRIMARY SCHOOL

The Governance Annual Statement to Parents

In January 2014 the Department for Education published departmental advice in relation to the the School Procedures regulations 2013. A number of additional recommendations, not mentioned in the Procedures regulations, were made in the advice document, **including reference to the publication of an annual governance statement.**

It is also good practice for the board to publish an annual governance statement to explain how it has fulfilled its responsibilities – particularly in relation to its core functions, including:

- *The governance arrangements that are in place, including the remit of any committees;*
- *The attendance record of individual governors at board and committee meetings; and*
- *An assessment of the effectiveness and impact of the board and any committees with details of any particular challenges that have arisen.*

Whilst accepting that the publication of a governance statement is not mandatory, the Governors of South Grove believe it is good practice and an effective way for governors to demonstrate that their accountability to parents, at least annually.

Annual Governance Statement for the Governing Body of South Grove Primary School DECEMBER 2016	
In accordance with the Government's requirement for all governing bodies, the 3 core strategic functions of the South Grove Primary Governing Body are:	
<ol style="list-style-type: none"> 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. 	
Governance arrangements	The Governing Body of South Grove Primary School was re-constituted in July 2014 and is now made up of 9 positions as follows: <ul style="list-style-type: none"> ● 1 Staff Governor ● The Head Teacher ● 3 elected Parent Governors ● 1 Local Authority Governor ● 3 Co-opted governors. Co-opted governors are appointed by the Governing Body and are people who, in the opinion of the governing body, have the skills required to contribute to the effective governance and success of the school ● No Vacancies:
Governing Body Meetings	The full Governing Body meets three times each term which involves all Governors in the key business of the school. We have a number of committees to consider different aspects of the school in detail, but these may not need to meet on a regular basis. A Pay and Personnel Committee meet before each Full Governing Body Meeting. We



	<p>also have committees that meet if required to consider pupil discipline and staffing matters.</p> <p>See Page for a list of the school's Governors.</p>
<p>Attendance record of governors</p>	<p>Governors have good attendance at meetings and we have not cancelled a meeting because it was not "quorate" (the number of governors needed to ensure that legal decisions can be made). See page 5 for details of individual governors' attendance at meetings.</p> <p>It should also be noted that due to the constitution of the Governing Body, more frequent Full Governing Body Meetings are held, with 3 taking place each term.</p>
<p>The work that we have done on our committees and in the governing body</p>	<p>The Governing Body has had a particularly busy year, relentlessly focusing on school improvement and continuing to develop the quality of the school provision, following a very successful Ofsted Inspection in March 2014.</p> <p>The Head Teacher's Progress reports give Governors vital and informative information about the school where Governors are able to question and challenge as a critical friend the work of the school.</p> <p>School Improvement Plan The Governors agendas are guided by the School Improvement Plan priorities for the school. Last year our Key Priorities were:</p> <ul style="list-style-type: none"> ● To raise standards of attainment: ● To ensure the teaching of spelling is consistently taught and is progressive across each Year Group ● To continue to develop the children's skills of writing based on 'Talk for Writing' methodology ● Improving Teaching and Learning: ● To develop the 'Resilient' and confident Learner ● To develop a new Assessment Policy and Procedure based on the Key Skills of the National Curriculum ● Behaviour and Safety: ● To implement and develop the emotional well-being and resilience programme ● To continue to improve attendance to 97% or better ● Implementation of the new DfE target of 90% and under for Persistent Absence ● Leadership and Management: ● To develop a collaborative community to support continued school improvement both internally and externally with another local school ● To develop the role of the Middle Leader to impact on the delivery and quality of curriculum provision ● To continue to strengthen and develop the role of the Governing Body through developing expertise, training and CPD ● For the Governing Body to continue to robustly hold senior leaders to account in all aspects of the school's performance <p>Governors track the progress towards the priorities each term. All targets were achieved or exceeded by the end of the year except achieving 96% in attendance. We will continue to strive towards 97% attendance next year as an ongoing target. Developing a new assessment framework will also continue to be a focus.</p> <p>Raising standards of attainment and progress Standards of attainment and progress achieved during last year have been good, considering this was the first year of testing from the New National Curriculum. A letter was received from the DfE to recognise the standards achieved.</p> <p>At all end of Key Stages, Foundation Stage, KS1 and KS2 results are all above National</p>



Averages and positive gains have been made from previous years. (See Performance Data for 2015-2016 on the schools website for more details)

The Governors monitor and track the key data given by the school, sharing the results of pupil achievement and progress each term, so that we can be sure that the school is on track to fulfil its ambitious targets for all pupils. We are also concerned about our "vulnerable groups" of children and focus on how the Pupil Premium Grant is being spent by the school and what impact this has on their outcomes.

Teaching and Learning:

The quality of teaching and learning continues to improve with all lessons being at least good and the percentage of outstanding teaching increasing. The Governors approved a year-long training session for 5 teachers across the school to train with a tutor on site, to improve their teaching capacity and develop outstanding practices. This is reflected in the standards of attainment achieved. A second cohort has been arranged for the next academic year.

The Governors Cycle of Business

The Governors have a strategic Cycle of Business over three years which plans a systematic review of the school's policies, both statutory and non-statutory and overall Governor business.

This year we have considered a number of key policies, including updates and reviews of Safeguarding, and Health and Safety. Key policies this year were Effective Marking and Feedback, Teaching and Learning and Assessment Policies to name but a few. We also updated and reviewed our Attendance Policy, as a result of legislation changes that consider Persistent Absence to be at 90%. The Governing Body recognises the need for excellent and regular school attendance in order to maximise the children's learning opportunities. Governors are pleased that attendance figures at the school have improved considerably over the last three years and wish this to continue.

Budget Monitoring

As part of the Full Governing Body Meeting Governors make decisions about how the school should use the budget. Early in the summer term the Governors approved the 2016-2017 budget plan for the school: we are pleased to report that the school is in a stable position financially and can afford to split the Reception Classes into three groups of twenty and Year 6 into significantly smaller teaching groups with support in the next academic year. Key areas for spend was:

- Installation of electronic gates to the school staff car park to ensure further security for the site and safety of the children
- Increase the capacity of ICT equipment, including equipment to support the teaching of the Computing Curriculum (part of a three year strategic plan)
- Extend and remodel the staff area for Planning, Preparation and Assessment time to maximise the space available, to ensure it is fit for purpose and increasing space within the school to hold meetings
- Pupil Premium: to use funds to support intervention groups of pupils through additional teaching and support staff as a key priority

Building and Premises

The School site is managed by Keir as the school is a PFI building. Governors receive regular reports on the management of the building through the HT attendance at monthly PFI meetings and Annual Health and Safety Reports are shared.

Governors are also particularly concerned about safeguarding and we have a Nominated Governor for Safeguarding who gives a termly report to the governors about any safeguarding matters liaising with the Designated Safeguarding staff member of the school.



	<p>Pay and Personnel Committee: The Governors on this committee meet before every Full Governing Body Meeting. The Committee makes recommendations to the Full Governing Body on key Human Resources Policies and practice as well as applying the performance related pay process through the Pay Policy, and making recommendations on staff pay. All staff related matters are discussed here.</p> <p>Minutes of Governing Body and Committee meetings are public documents – they can be found on the Governors' page of our website or you can ask at the school office if you would like to see any of the minutes of our meetings.</p>
<p>Link Governor Role</p>	<p>Link Governors have an area of responsibility and link with key members of staff within school who hold these roles. Link Governors meet with staff at least once a term and report to Governors the purpose and outcomes of the visit.</p> <p>This year our Link Governors have been:</p> <ul style="list-style-type: none"> ● Elmara Cadette: Pupil and Parent Voice ● Charlotte Slade: Raising Standards ● Alison Kay: EYFS ● Diane Hackney: SEN and Governor Training ● Khudeja Razi: Building and Premises ● Leigh Baruch: Safeguarding ● Saima Syed: Behaviour and Attendance ● Julie Maltwood: Health and Safety <p>The focus of some of these roles may change each year depending on the focus of the School Improvement Plan</p>
<p>Governor Training</p>	<p>Governors have attended various types of training this academic year. Training provided by the LA that Governors have attended is Safeguarding; Safer Recruitment; SMSC; Radicalisation; Governor Briefing and National Chair of Governor Training. Bespoke training sessions are arranged for Governors to support their overall effectiveness and role within the school. Governors also attend Staff Inset that will enhance their understanding of key changes and information to statutory policies and procedures as well as curriculum areas.</p>
<p>Key Events for celebration of the school</p>	<p>End of Year Performance Data The data shows the school at the end of the year with good to outstanding results produced, with the majority above National Averages. The school continues to build on a very good four year trend of improvement. Results cannot be compared to previous years as the National Curriculum and testing and assessment systems are different for this year.</p> <p>PE and Sports development PE and Sports delivery and provision at South Grove continues to be a strength of the school. A range of Extra-Curricular Activities are provided including targeted clubs such as Archery, Active Crew and Change for Life Club. Play Leaders organise and run activities at lunchtime so that the children can engage in exercise as well as contribute to a positive playtime. As part of the Sports Council, the pupils support the PE and PSHCE Leader to organise events, activities and run clubs for other pupils. The children in KS1 and KS2 and pupils within the school's Special Resourced Provision take part in external competitions and events on a regular basis. The provision for PE and Sports was recognised with the school achieving the Gold Sainsbury Games Award and Silver Healthy School's Award.</p> <p>Music and Performing Arts Over the course of the year the Music Leader has produced excellent music concerts each term, showing the development of groups of children at various stages in their music development. The clubs and performances extend to children learning to play the recorder, guitar, keyboard and are part of the choir. External music services provide tuition for violin, cello, flute and clarinet.</p>



	<p>Our assemblies and performances reflect our cultural diversity, inclusion and strength in community cohesion.</p> <p>Developing the Pupils Emotional and Resilience Program and Rights Respecting Schools: The School places great importance on developing individual pupils to be fully involved in their learning and development including personal resilience. As part of the School Improvement Plan, priorities key policies have been developed around extending the involvement of pupils in their learning. Empowering Learning will continue to be a key area of development, supporting the children to become more independent in their learning. A working party including Staff, Governors, parents and pupils have been formed to gain accreditation of Unicef Rights Respecting Schools. This will be a two year project.</p> <p>Computing: Computing continues to develop and be a strength of the school. The Computing Council, made up of pupils and the staff ICT Vision Working Party support the ICT Leader to ensure that the Computing Program provision across the school is effectively delivered. E-Safety has been a key focus this year and key events and delivery within the curriculum has ensured all pupils understand the need for e-safety. Training sessions have been provided for both staff and parents. This will contribute towards gaining The E-Safety Mark.</p> <p>Pupil and Parent Voice: The Governors focus has been to develop consultations with both pupils and parents on a regular basis. The priorities of the School Improvement Plan have been the focus i.e consultation on the school's review of Teaching, Learning and Assessment; Rights Respecting Schools Survey; General Survey around School Improvement. The School Council has developed a Children's Improvement Plan that mirrors the School Improvement Plan and they have worked with children across the school to gather opinions and find ways to work to improve provision for themselves and the school. The Anti-Bullying Ambassadors, Sports Council, Language Buddies, Computing Council, Arts Council, Makaton Buddies, have also done similar work.</p> <p>Achievements:</p> <ul style="list-style-type: none"> ● Sainsbury Games Gold for 2014-2015 ● Silver Healthy Schools Award ● Unicef Rights Respecting Schools - Recognition of Commitment Award
<p>Future plans for the governors</p>	<p>The Governing Body is looking forward to developing the areas sited in the School Improvement Plan:</p> <ul style="list-style-type: none"> ● The continued development of action plan towards Unicef's Rights Respecting Schools ● The launch of a two-year CPD Action Research Project for staff on Visible Learning, to support the continuous improvement of the school's provision ● The School Self-Evaluation Plan review will begin to evidence how the school is working towards providing an outstanding setting for the children of South Grove, with many key strengths ● Pupil Voice will continue to focus on key priority areas of the school and they will be encouraged to gather information, discuss and feedback to the HT, so that the children are involved in decisions about school improvement in all aspects of school life ● Parent Forum group to continue and encourage more parents to attend to look at key areas such as the New Assessment System and topical areas for discussion raised



	<p>by the parents</p> <ul style="list-style-type: none">● Governor engagement and involvement in the life of the school including training and attending relevant staff development to keep ourselves involved● Re-design and development of the EYFS outdoor learning areas● Working towards Governor Mark to improve the efficiency and effectiveness of the Governing Body to support the school to move forward.
How you can contact the governing body	<p>We always welcome suggestions, feedback and ideas from parents – please contact the Chair of Governors, Ms Charlotte Slade, via the school office. You can see the full list of governors; their attendance at meetings; minutes of governing body meetings and more information about what we do, on the Governors' page of the school website.</p>



South Grove School Governing Body 2015-2016

Governor	Category	Term of Office	Committees	Individual Responsibility/Link Governor	Self-Declaration on File	No. of Establishments
Miss Charlotte Slade	Co-opted Governor	27.06.2016 - 26.06.2020	Pay and Personnel Pupil Discipline Committee Performance Management Reviewers Staff Dismissal Appeal Staff Appeals Staff Discipline Staff Grievance	Vice Chair Raising Attainment KS1 and KS2	Enhanced	1
Mrs Elmara Cadette	Vice Chair	25.09.2015- 24.09.2020	Pay and Personnel Pupil Discipline Committee Performance Management Reviewers Staff Dismissal Appeal Staff Appeals Staff Discipline Staff Grievance	Pupil and Parent Voice Pupil Premium	Enhanced	1
Ms Leigh Baruch	Co-opted Governor	16.07.2014 - 15.07.2018		Safeguarding ICT	Enhanced	1



Ms Diane Hackney	Local Authority Governor	06.10.2016 – 05.10.2020	Pupil Discipline Committee Staff Dismissal Appeal Staff Appeals Staff Discipline Staff Grievance	SENDCo and Inclusion	Enhanced	1
Ms Alison Kay	Staff Governor	19.01.2016 - 13.01.2020		EYFS	Enhanced	1
Ms Julie Maltwood	Staff HT (Voting)	01.09.2012	Pay and Personnel	Behaviour	Enhanced	1
Mrs Khudeja Razi	Parent Governor	05.07.2013 – 04.07.2017	Pay and Personnel Pupil Discipline Committee Staff Dismissal Appeal Staff Appeal Staff Discipline Staff Grievance	Health and Safety Premises	Enhanced	1
Ms Caroline McTurk	Parent Governor	22.04.2016 – 21.04.2020	Pupil Discipline Committee Staff Appeal Staff Discipline Staff Grievance		Enhanced	1



Governor Meeting Attendance Register

Meetings held between 1 September 2015 and 1 September 2016

Governor	Category	08/10/2015	12/11/2015	10/12/2015	14/01/2016	11/02/2-16	11/03/2016	19/05/2016	16/06/2016	13/07/2016
		Full Governing Body								
Mrs Pauline Dorney	Clerk	P	P	P	P	P	P	P	P	P
Miss Charlotte Slade	Co-opted Governor	P	P	P	P	P	P	P	P	P
Mrs Elmara Cadette	Parent			Apol	P	P	P	P	P	P
Ms Leigh Baruch	Co-opted Governor	P	P	P	P	P	P	P	Apol	P
Ms Diane Hackney	Local Authority Governor	Apol	P	P	P	P	P	Apol	P	P
Ms Alison Kay	Staff Governor	P	P	P	P	P	P	P	P	P
Ms Julie Maltwood	Staff HT (Voting)	P	P	P	P	P	P	P	P	P
Mrs Khudeja Razi	Parent Governor	P	P	P	P	P	P	P	P	Apol
Ms Saima Syed	Co-Opted Governor					P	P	Apol	Apol	x
Ms Caroline McTurk	Parent Governor							P	P	P
Ms Tanya Spain	Observer	P	P	P	P	P	P	P	P	P
P - Present										
Apol – Apologies Accepted										
ApNA – Apologies Not Accepted										
X – No Apologies										
NRA – Not required to Attend										
Shading – Not in Office at the time										

