

**Annual Governance Statement for the Governing Body of Wainscott Primary School
Sept 2015 – July 2016**

In accordance with the Government’s requirement for all governing bodies, the 3 core strategic functions of the Wainscott 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

In the academic year Sept 2015 to July 2016, the Governing Body of Wainscott Primary School reduced from 15 to 12 governors. This change was brought about by legislation that required all Governing Bodies to reconstitute by Sept 2015. The newly constituted GB comprised:

- Headteacher
- Staff governor
- 4 elected Parent Governors
- 1 Local Authority Governor
- 5 Co-opted Governor

Several governors had resigned prior to re-constitution due to other commitments.

The full Governing Body must meet at least three times a year and we have a number of committees to consider different aspects of the school in detail:

- Resources Committee, which focuses on finance, pay, premises and personnel matters
- Pupil Progress Committee which focuses on the curriculum, pupils’ progress and Child Protection/Safeguarding.
- We also have committees that meet if required to consider eg pupil discipline and staffing matters.

(See p4 for a list of Governors)

Attendance record of governors

The Chair of the Governing Body resigned at the end of November 2015 and the Governing Body elected to work with 2 co-chairs until such time as the post was filled.

Nearly all governors have an excellent attendance record and, over the year, we have never had to cancel a meeting because it was not “quorate” (the number of governors needed to ensure that legal decisions can be made).

(See p5 for details of individual governors’ attendance at meetings.)

The work that we have done on our committees and in the Governing Body

The Governing Body has had another busy year. Amongst many other issues we

- continued to monitor the school's School Improvement Plan to ensure that the school continues to work on improving areas identified by Ofsted as Requiring Improvement.
- welcomed 2 new parent governors who have received training and are now playing an active role in governance. We have strong governors who are committed to improving the school to ensure that the transition to reach Good happens as smoothly as possible.
- monitored the implementation of the new curriculum and the new pupil assessment arrangements.
- had lengthy discussions about Extended Care and Extended Nursery.
- approved the 2016/17 budget plan for the school. A key area of focus for both the school and the governing body is to ensure the school continues to take a best value approach to managing its finances. Any expenditure will be clearly linked to improving the outcomes of the pupils at the school. The recent appointment of a school business manager will ensure the school is positively positioned to achieve its financial targets in a financially challenging climate.
- reviewed and agreed many school policies and other key documents.

The Pupil Progress Committee

- considered the implementation of a new curriculum and new assessment arrangements (from Sept 2015) and governors also discussed key data giving the results of pupil achievement and progress, so that we could be sure that the school is enabling all pupils to reach their targets
- monitored our 'vulnerable groups' of children and focused on how the Pupil Premium Grant is being spent by the school and what impact this has on their outcomes.
- The Special Educational Needs Governor regularly meets the Special Educational Needs Co-ordinator (SENCO) to monitor the progress of all SEND children.

The Resources Committee

- closely monitored the use of the budget to ensure that money is wisely spent
- monitored the maintenance and development of the school premises
- monitored staffing appointments
- monitored site security

Child Protection and Safeguarding

- Governors are committed to ensuring that the school adheres to all Child Protection and Safeguarding protocols and we have a Nominated Governor for Safeguarding (Mrs Whitehead) who

	<p>monitors these areas and gives a termly report to governors.</p> <ul style="list-style-type: none"> • Mrs Fanner monitors recruitment to ensure that all incoming staff are appropriately checked and appointed. • Mrs Whitehead is our Health and Safety Governor and she carries out termly checks of the premises with Mr Chillitupa, the school's Premises Manager. <p>Minutes of Governing Body and Committee meetings are public documents – you can ask at the school office if you would like to see any of the minutes of our meetings.</p>
<p>Future plans for the governors</p>	<p>The Governing Body is looking forward to</p> <ul style="list-style-type: none"> • supporting the school in regaining a 'Good' Ofsted judgement • engaging in the process to move towards possible academisation • having a greater governor presence in the school especially in a monitoring role • seeing the development of an improved outside area for the Nursery children • working to develop more links between parents and the Governing Body • looking at ways the school can adapt to the changing regional demographic and socio-economic climate, whilst ensuring that the school remains a critical teaching and learning hub within the local community • putting robust succession planning in place, supported by the appointment of 3 new governors
<p>How you can contact the governing body</p>	<p>We always welcome suggestions, feedback and ideas from parents – please contact the Chair by letter via the school office or by email via the school website.</p> <p>You can see the full list of governor and more information about what we do, on the Governors' pages of the school website.</p>

Wainscott Primary School Governing Body Sept 2015 to July 2016
(following Reconstitution in Sept 2015)

Name	Category of Governor	Committees and Special Responsibilities	Term of Office
Paul Asbury	Parent	Resources	13 Nov 2015 to 12 Nov 2019
Jo Alimo	Parent	Resources Link Governor - Finance	4 Nov 2014 to 3 Nov 2018
Joan Brunnick-Ryan	Co-opted	Pupil Progress	1 Sept 2015 to 31 July 2019
Peter Casselton	Co-opted	FGB Chair until 23 Nov 2015	15 Jun 2013 to 14 June 2017
Julie Challis	Staff	Pupil Progress	1 Sept 2015 to 31 July 2019
Jenny Dunster	Co-opted	Pupil Progress Pupil / Staff Discipline/Exclusions FGB co-chair from 8 Dec 2015	1 Sept 2015 to 31 July 2019
Jill Fanner	Local Authority	Resources Link Governor - Safer Recruitment Headteacher Performance Management	2 Sept 2012 to 1 Sept 2016
Hugh Greenwood	Headteacher	All (HT)	1 Jan 2015 ongoing
Matthew Holloway	Co-opted	Resources Headteacher Performance Management	1 Sept 2015 to 31 July 2019
Harveena Philpott	Parent	Pupil Progress	13 Nov 2015 to 12 Nov 2019
Justin Stuart	Parent	Pupil Progress FGB co-chair from 8 Dec 2015 Headteacher Performance Management Link Governor - Training	2 Mar 2014 to 1 Mar 2018
Irene Whitehead	Co-opted	Pupil Progress (Chair) Link Governor – Safeguarding Link Governor Health and Safety Link Governor -SEND Link Governor – Pupil Premium	1 Sept 2015 to 31 July 2019

Wainscott Primary School Governors' Attendance Record, Sept 2015 to July 2016

<i>Name</i>	<i>Full Governing Body (8 meetings)</i>	<i>Resources Committee (4 Meetings)</i>	<i>Pupil Progress Committee (6 Meetings)</i>
Paul Asbury	7 (of 7 possible) (appointed 13 Nov 2015)	3 (of 3 possible) (appointed 13 Nov 2015)	n/a [3]
Jo Alimo	7	3	n/a
Joan Brunnick-Ryan	8 (resigned 11 July 2016)	3	n/a [3]
Peter Casselton	1 (of 1 possible) (resigned 23 Nov 2015)	1 (of 1 possible) (resigned 23 Nov 2015)	1 (of 1 possible) (resigned 23 Nov 2015)
Julie Challis	7	n/a	6
Jenny Dunster	8	n/a [3]	6
Jill Fanner	8	4	n/a [6]
Hugh Greenwood	8	4	6
Matthew Holloway	1 (of 6 possible) (resigned 20 Jun 2016)	1 (of 4 possible) (resigned 20 Jun 2016)	n/a
Harveena Philpott	6 (of 7 possible) (appointed 13 Nov 2015)	n/a [1]	2 (of 4 possible)
Justin Stuart	7	n/a [2]	5
Irene Whitehead	8	n/a [4]	5

- n/a = this governor is not a member of this committee
- Although governors are allocated to one of the 2 committees, they may attend all meetings, but only have voting rights in the committee of which they are a member.
- [n] = no of meetings the governor has attended although not a member of this particular committee