



Edgewood Primary School

Building skills and values for life

Edgewood Primary School Governing Body

Impact Statement 2021 - 2022

The Governing Body of Edgewood Primary School has a strong focus on its 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, and the performance management of staff;
3. Overseeing the financial performance of the school and sure its money is well spent.

GOVERNANCE ARRANGEMENTS

The Governing body was reconstituted in October 2014 and consists of the following: the Headteacher, 2 Parent governors, 1 Local Authority governor, 1 Staff governor, 1 Associate Governor and 7 Co-opted governors. (The statutory information for this is held on our school website at <http://www.edgewoodprimaryschool.co.uk/governors>).

The full Governing Body now meets twice a term and we no longer have a Business Committee. The First meeting of the term is chaired by the Chair of Governors V McCormick and focuses on the head teachers report, the 2nd meeting of the term is chaired by the Deputy Chair of Governors P James and focuses on the finances of the school.

In both meetings we discuss pupil and strategic matters, policy approval, staffing structures (including recruitment) and receiving updated information regarding pupil attainment and progress (including pupil premium and gap analysis). During this year all meetings were held virtually due to the on going COVID risk.

All Governors annually complete and update the register of business interest/declaration of eligibility, they also complete IT training and also receive a Safeguarding update.

Governors are linked to specific roles, these roles are below.

- Maths,
- English,
- STEM,
- Humanities,
- Creative & PE,
- PHSE,
- Safeguarding
- Looked after children & previously looked after children
- SEN
- H&S
- Website compliance
- Information Governance

Link visits involve governors meeting with the appropriate staff and having the opportunity to question and assess progress within it. Feedback was also given to governors in meetings through head teacher's reports, senior leader/staff reports and data. This has allowed for challenge and questioning (as demonstrated in GB meeting minutes). These visits re-started again during this year following the break in them due to COVID.

ATTENDANCE OF GOVERNORS

Most governors have excellent attendance at meetings and we have not had to cancel a meeting because it has not been quorate (the number of governors required to ensure legal decisions are made). Apologies are usually received in advance of meetings and agendas/minutes circulated within the appropriate time frame. Governors attend meetings prepared and with relevant questions relating to the agenda items and circulated documents. They take responsibility to read governor service newsletters and relevant uploaded documents through the online governor hub, head teachers report and circulated policy documents awaiting approval.

Governor visits/attendance is recorded through the schools digital entry system. They regularly try to attend Monitoring, PTA events, Thank you to parent volunteer events, head teacher meetings; GDPR update and H&S School walk around. The chair generally attended on a 3 week – monthly basis to receive information from the head teacher, conduct an informal walk-around and for child protection/safeguarding updates, and in between these times emails are circulated between the Chair and the head teacher of significant events that need to be brought to the Chair's attention immediately.

HEAD TEACHER APPRAISAL

There is a Pay and Performance committee consisting of three governors who are involved in the head teacher appraisal each year. They assess his performance against the National Standards of Excellence for Head teachers, and set and review individual challenging objectives in relation to the school's performance, management and improvement. The school has also bought in the services of a specialist education advisor to ensure this process is robust.

We also receive confirmation of all school staff appraisal completion and approve pay awards. The appraisal pay committee receives anonymised information and brings the proposals for staff incremental awards to the full GB meeting where all recommendations were approved.

The governors are pleased to support the Head teacher's career development and raise the profile of Edgewood school. He represents Ashfield on the Education Trust Board and Vice Chair of the Children and Families' Alliance. The school has continued to take part in the national Sharing Standards program to accurately compare the quality of our school's writing against other schools nationally.

TRAINING AND DEVELOPMENT -

Governors undertake relevant training to their role and are encouraged to do as much training as possible throughout the year.

Governors were able to increase their knowledge of the objectives set out in the School Development plan by again taking part in the WITLO (week in the life of) monitoring and at every GB meeting pupil progress is discussed and challenged as part of the head teachers report.

Governors review all relevant policies on a programmed basis to ensure all guidance is current and up-to-date. Specific attention is paid to the Department for Education mandatory policy list and the local authority recommended policies. These are reviewed as per the NCC guidelines.

Employee Code of conduct

Pay and Appraisal

Health and Safety (including fire safety in schools review)

Whole School Child protection

Confidential Reporting and Whistle-blowing

Safeguarding compliance checklist

Attendance policy

Schools Financial Value statement

Finance

Collective Worship

Behaviour

Equality

Nursery Admission

Financial out-turn statement

The delegated planner is reviewed annually confirming levels of delegation (this was looked at and approved in the Spring Full Meeting).

Governors are always involved in recruitment processes and have been key to the recruitment of a variety of posts including, teachers and a key stage leader, they have been included at all stages of recruitment including advertisement, sifting, interview and appointment decision.

The governors were kept up to date on GDPR and have been informed where applicable of any breaches. We also ensure we are all using the school secure email for all governor communication.

DATA ANALYSIS

With the resumption in Statutory testing, the GB receives updates from the headteacher about how our school performs in both attainment and progress compared to previous years and National averages. These reports include information about specific groups and how their attainment and progress relates to their peers.

Behaviour and attendance data is reported termly to the governing body and discussed as part of the headteachers reports. This includes a discussion about the implications of the data and actions being undertaken so governors can see what the school is doing in its constant drive to ensure pupils are Respectful, Ambitious, Proud and Safe.

FINANCIAL

The governors review the schools financial situation once a term in the 2nd meeting of the term. Copies of both a financial report and general ledger cost summary are provided and presented by the schools business manager who answers governor questions. In particular governors query both under and overspend in the percentage spent column.

Governors vote to approve proposals put forward by staff after an in depth conversation and full breakdown of costs including quotes obtained.

The governors year end financial statement is approved each year in the September full GB meeting. The Schools Financial Value Standard was approved in the spring Full GB meeting.

MONITORING/SCHOOL VISITS

Different Governors have taken part in the WITLOS (week in the life of) across all 3 terms this has involved work scrutiny, observations and SLT feedback. This has allowed governors to see how the school monitors progress, identifies issues and subsequent action planning. Governor monitoring also includes undertaking pupil interviews. The chair meets regularly with the Head and the Pastoral care team to discuss Safeguarding. The chair undertook observation of SATS administration in May 2022 , these included checks on the sealed papers, secure storage and being present to observe that correct practice adhered to during the opening, testing and sealing of papers.

GOVERNOR DEVELOPMENT

We strive to better ourselves in all areas including knowledge, staff, pupil and parent engagement we do this by:

- Attending WITLO's to follow the progress of pupils from term to term.
- Attending 1-1 meetings with staff to discuss link governor roles.
- Attending PTA and social events like school plays, to meet the parents.
- Attending as much training both in house and externally, all training and visits are documented in the minutes of the governor meetings.

