

**Annual Governance Statement for the Governing Body of  
Woodland Primary School 2020**

**School Vision/Mission Statement**

**Vision Statement**

At Woodland Primary School, we aim to ensure that all children grow to reach their potential. Our school provides a caring and nurturing environment where learning, laughter and friendship are at the heart of everything we do.

**Mission Statement**

Through our partnership between home, school and our community, we provide a stimulating learning environment in which to develop the whole child, preparing them for life.

The Governing Body of Woodland 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; and
3. Overseeing the financial performance of the school and making sure its money is well spent.

The major priority for Governors is to ensure that the pupils of Woodland Primary School progress well in their education through effective learning and support. We appreciate that for this to happen the pupils must be supported by a well led, enthusiastic, professionally competent and motivated staff all working together within a safe, supportive, and stimulating learning environment. We recognise that this is a shared priority for parents and carers and we encourage feedback from parents and carers on how well we can demonstrate we are meeting this priority.

As governors, we are responsible for setting priorities for the school and for the effectiveness of the Governing Body itself. This statement and report to parents are part of our evaluation and publication process.

Times have been challenging for children, parents and staff during the COVID outbreak. Governors have been kept informed weekly and as necessary regarding Risk Assessments. During lockdowns children of Key Workers have been in school in Bubbles and other children provided with work to complete at home. Staff have been in regular contact with children and parents.

**School Development Plan (SDP) and Self Evaluation**

Governors work co-operatively with the Headteacher and senior leaders to develop and evaluate the School Development Plan which sets aims for the forthcoming year. The SDP is based on priorities identified from data, school self-evaluation and OFSTED priorities and set out clear aims and key tasks. The SDP is evaluated and reviewed termly with an

overview being completed and presented to the full governing body alongside the Headteacher's report.

**Governance Arrangements**

The Governing body of the school was re-constituted in 2018 and consists of the following members: The Headteacher, one staff governor, 4 elected parent governors, 4 co-opted governors

The Full Governing body meets once a term with a number of sub committees considering different aspects of school life in greater detail.

Currently we have the following committees:

- Curriculum and Standards, Safeguarding and SEN
- Finance and premises
- First Pay Review
- Head Teacher Appraisal

We also have committees that meet if required to consider pupil discipline and staffing matters.

**Attendance record of Governors**

Governors have excellent attendance at meetings and we have never cancelled a meeting because it was not 'quorate' (the number of governors needed to ensure that legal decisions can be made).

**The work that we have done on our committees and in the governing body**

**Curriculum** : The committee has spent time discussing key data giving the results of pupil achievement and progress, 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.

We have spent time examining the performance data for the school and considering where this shows that improvements can be made in overall attainment of pupils and in the progress they make year on year. The implications of our analysis are discussed.

We have been considering the school improvement plan and we have received reports from the Headteacher on the progress being made towards targets.

The committee has recently received reports from staff on: SEND

Pupil progress especially in light of the impact of COVID 19. The committee also plays a role in reviewing school policies

**Finance and Premises:** This Committee oversees the school's budgets (including those for specific projects or purposes – Sports premium, Pupil premium) and notes and interrogates any variations reported. It has oversight of major building/premises matters in the school. It plays a role in reviewing school policies such as Teacher's pay; Health and safety and Fire Safety. It has been involved in addressing the problem of inadequate lighting on the approach to school.

The budget statement is agreed by this committee in consultation with the HT.

The Oracle statement is considered and any discrepancies discussed.

Early in the summer term, the Committee approved the 2020/21 budget plan for the school.

Minutes from meetings are shared with all governors. Questions which challenge are highlighted.

**The whole Governing Body** receives information from its committees. Each of its meetings devotes considerable time to interrogating the Head Teacher's report to the Governors. National Government & Local Authority guidance is received.

#### **Governor Monitoring Visits**

Governors visit the school as part of their monitoring of the areas of the SDP and of specific issues such as safeguarding, attendance and behaviour. This has not been possible due to COVID restrictions. However Governors have made virtual visits. They produce a visit report which is shared with all governors, supporting their strong understanding of the school's effectiveness. The Chair of Governors also has regular meetings with the Headteacher, and Governors with specific responsibilities meet with staff leaders.

#### ***Training for governors***

A Governing Body Skills Audit has been completed which is being used to identify future training requirements. This Audit will be completed each year.

We have completed a skills audit to identify the skills, knowledge and experience of current governors and any additional specific skills or experience that the Board ideally requires. The outcome of the audit will help us to formulate opinion as to whether prospective governors have the skills to contribute to effective

	<p>governance and the success of the school. It will also help to inform future governor elections.</p> <p>A Governor has taken on the Role of Link Training Governor. Governors are encouraged to attend the LA training events to become better informed and more able to support and challenge the school.</p> <p>Individual governor’s access training on a needs basis linked to their governor roles and responsibilities on each committee.</p> <p>Training attended:</p> <ul style="list-style-type: none"> <li>• New Governor training</li> <li>• Safeguarding</li> </ul> <p><b>Performance Management</b></p> <p>We have conducted Performance Management of the Headteacher, together with our external advisor, and have set targets for the future, around further raising standards and Collaboration with Frosterley and Butterknowle Primary Schools.</p> <p><b>Policies :</b> One of the roles for the governors is reviewing and agreeing school policies, and this year we have considered a number of key policies,</p>
<p><b>Future plans for the Governing Body</b></p>	<p>The Board of Governors looks forward to the challenges which the autumn term will bring.</p> <p>We will be considering the new Ofsted inspection guidelines and continuing to prepare for an inspection of the school.</p> <p>Governors have identified the following actions to improve their effectiveness.</p> <ul style="list-style-type: none"> <li>• Continue to develop the monitoring role of governors.</li> <li>• Identify training needs</li> <li>• Develop relationships between staff and governors through monitoring meetings.</li> <li>• Become more visible as governors in school</li> <li>• Continue to monitor progress meeting areas for improvement identified on the last Ofsted report.</li> </ul>
<p><b>Contact Details</b></p>	<p>The Governing Body welcomes suggestions, feedback and ideas from parents/carers. Please contact the Chair of Governors, Celia Dixon c/o the school office.</p>

	Details of the full Governing Body are on the school website.
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