

Summary of Governors' work 2015 / 16

The Governing Body and George Carey Church of England Primary School had a busy and productive year in 2015 / 16. A summary of the year's work is as follows:-

- **Three Full Governing Body meetings** (one per term). These meetings received reports from the Headteacher about the progress of the school and allowed the Governing Body to scrutinise data and ask further questions; enabling it to understand, support and evaluate the work of the school, holding its leaders to account for achievement and progress of its pupils. In addition to this, the Governing Body also:-
 - Considered their constitution
 - Agreed and ratified a number of policies including the school's Complaints Policy, Teacher Related Pay Policy, Safeguarding Policy, School Sickness Absence Policy, Capability Procedure for Teaching Staff, Managing Performance / Capability Procedure for Non-Teaching Staff and Preventing Radicalisation Policy (Prevent)
 - Agreed to implement a 'Local Living Wage' as a minimum for staff at the school
 - Analysed data including RAISE Online outcomes, the Inspection Dashboard and outcomes of school assessments
 - Considered the successes and areas of challenge from the School Development Plan
 - Studied the OFSTED Inspection Handbook in preparation for an OFSTED inspection
 - Agreed arrangements for Social Care Emergency Protocol Framework
 - Considered safeguarding for children and staff in terms of community use of the Rivergate building
- **Three Sub Committees** met every term to consider :-
 - Finance, Staffing, Health and Safety**
 - Christian Distinctiveness and Community**
 - Curriculum and Standards**

Working to Terms of Reference set by the full governing body each of these sub committees looked at specific aspects to ensure that the school is delivering appropriate and effective education as follows:-

- Ensure that we are doing all that we can to raise teaching and learning standards
- Set and agree the school budget, meet financial standards, ensure that the school is safe for children, parents and the public
- Act appropriately as a Church of England School in terms of community, religious education and worship.

Governors from the Christian Distinctiveness Committee also joined with the school's Inspector for the Diocese of Chelmsford in the November 2015 in order to scrutinise standards of work and curriculum coverage in R.E. books. This was done as part of our preparation for the SIAMS Inspection which took place in March 2016. The governors celebrated the outstanding grade awarded in this inspection with the school. (The full report is available via this website – go to 'Our School' and look on the drop down menu and choose OFSTED and SIAMS Reports).

Minutes and decisions from each of the Sub Committee meetings were received by the full Governing Body for consideration

- A **Governors' Evaluation** Day was held at the school in February 2016. The purpose of the day was to take a closer look at standards of children's attainment and progress. They completed

book evaluations of English, Maths and R.E. books, received presentations about standards from some of the Senior Leadership Team, interrogating the data with them. They also talked to children about their work. Governors used the information gathered from this day together with other visits made to the school over the course of the year to complete a governor evaluation of the provision offered by the school and the progress made towards the targets set.

- The Chair of Governors attended meetings (together with the Headteacher) with identified parents where the attendances of pupils were of concern. This was part of the successful on-going drive to raise attendance rates for pupils at the school.
- The Governing Body asked for the Headteacher to arrange for **external validations / inspections of provision at the school** to triangulate these findings with those of the school. The subsequent KS1 and 2 Review held in April 2016 and an Early Years Review held in May 2016 concurred with the school's own self-evaluation processes conducted by the Senior Leadership Team. All reviews were positive.
- A **Parent / Carer satisfaction survey** was completed at the end of the Summer Term 2016 by members of the Governing Body in order to ascertain levels of parental satisfaction.
- **Governor Training** took place during the year in order to keep their skills and knowledge up to date with the latest expectations of schools and government legislation. Training for Governors included Radicalisation and Extremism the Prevent Duty, Safeguarding, Raise Online training, OFSTED Readiness, Closing the Gap and Inclusion. Three Governors are now trained to a Level 3 standard in Safeguarding.
In addition to this one governor attended the Cultural Education Conference. They also represented the school at the Inspire Festival held by the London Borough of Barking and Dagenham.
- **Specialist governors** also looked at aspects of provision including **Attendance, Inclusion, Safeguarding, Pupil Premium and Curriculum**. They worked with identified members of staff to monitor standards at the school in these areas and challenge the school to improve further. The Safeguarding Governor also completed spot checks on the school's Single Central Register to ensure that the appropriate security checks have been carried out by the school.
- Governors also conducted a number of other visits, for example to visit classes, to attend parents' evenings in order to talk to parents, to come to special events and assemblies, to monitor and sample school meals and to attend staff training and development.
- The governing body increased its skills base in appointing two new associate governors and a new Foundation governor

Governance is an important and increasingly demanding but rewarding role. It has been a positive experience for all concerned to work as part of a school team to ensure the best for children at George Carey School