



# Newton Flotman Church of England Primary School Governance Statement

## Annual Governance Statement for the Governing Body of Newton Flotman Church of England Primary School September 2015

*All children and staff at Newton Flotman Primary School will be valued individuals with high levels of aspiration and achievement.*

*The children of our villages will have the best possible start, right from the start.*

In accordance with the Government's requirement for all governing bodies, the 3 core strategic functions of Newton Flotman C of E Primary School Governing Body are:

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 Newton Flotman Church of England Primary School was re-constituted in 2014 and is now made up of 1 staff governor, 2 elected Parent Governors, 2 Foundation Governors, 1 Local Authority Governor, 7 Co-opted governors and the Head teacher. A total of 14 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. On our Governing Body we have members with expertise in Science, Health, HR, Business, Education, Finance, ICT, Pastoral Care and Safeguarding.

The full Governing Body meets twice a term, and we also have 5 committees to consider different aspects of the school in detail. These committees are:

Christian Character which ensures the school's unique Christian character and ethos is upheld

Curriculum which covers all aspects of Teaching, Learning and the educational performance of all pupils

	<p><u>Finance</u> which oversees the schools budget, ensures money is spent wisely and is protected against fraud</p> <p><u>Premises</u> which focuses on health and safety and premises</p> <p><u>Staffing</u> which ensures appropriate staffing levels and structures</p> <p>When necessary we also have committees that meet to consider pupil discipline and staffing matters</p> <p>You can see the full list of governors; and additional information, on the Governors' page of the school website:</p> <p><a href="http://www.newtonflotman.norfolk.sch.uk/index.php/governors/">http://www.newtonflotman.norfolk.sch.uk/index.php/governors/</a></p> <p>Alternatively full lists of governors with their pictures are on display on the notice board and in the corridor near the office.</p> <p>We have nominated governors for: monitoring of individual subjects; Safeguarding; Special Needs; Able, Gifted and Talented; Attendance; Health and Safety; Pupil Premium; Early Years.</p>
<p><b>Attendance record of governors</b></p>	<p>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).</p> <p>Governors have attended meetings and participated in training and forums. Parents, carers and staff have met governors at parent evenings, parent workshops, assemblies and performances.</p> <p>Governors also accompany school trips and sports events, volunteer in classes and take part in church activities such as Open The Book and Prayer Week.</p>
<p><b>The work that we have done in our committees and in the governing body</b></p>	<p>The Governing Body has had a particularly busy year, focusing on school improvement, staff recruitment, ensuring that recommendations from Ofsted, the local authority and the diocese (who support us as a Church of England school) have been implemented in line with the school's improvement and development plan, investigating academy status options, changes to class structures and to the fabric of the school, and on compliance with all relevant legislation.</p> <p>We have implemented a new school vision: <a href="#">All children and staff at Newton Flotman Primary School will be valued individuals with high levels of aspiration and achievement. The children of our villages will have the best possible start, right from the start.</a></p> <p>The Curriculum Committee has seen that the new curriculum has been successfully implemented across the school, and spent time considering 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 actively monitor the progress of our disadvantaged children and focus on how the Pupil Premium Grant is being spent by the school and what impact this has on their outcomes.</p> <p>The Finance committee agrees a three year budget plan in March which is reviewed once a term. The committee ensures the budget is closely linked to school improvement is best value and is protected against fraud by having robust policies and procedures. The committee completes the Schools Financial Value Standard which ensures secure financial management systems are in place and</p>

	<p>reviews a termly financial management RAG rating from the county (currently Green)</p> <p>The opinion of all stakeholders is very important to the governors. Parents', carers' and children's views via a questionnaire are taken on a frequent basis with governors acting on feedback provided. Governors attend coffee mornings for parents.</p> <p>Our Health and Safety Governor carries out termly checks of the premises with the school's caretaker and head teacher.</p> <p>The staffing committee have ensured that a strong and financially viable team is in place to support our children.</p> <p>Governors are also particularly concerned about safeguarding and we have a Nominated Governor for Safeguarding who gives an annual report to the governors about any safeguarding matters. The Head teacher reports on safeguarding during every governing body meeting.</p> <p>One of the roles for the governors is reviewing and agreeing school policies, and this year we have considered a number of key policies, including safeguarding, behaviour, health and safety, attendance, pay and conditions, British Values, subject policies, Pupil Premium, Early Years.</p> <p>We are part of the Long Stratton Cluster of schools, and attend regular cluster governance meetings. Governors represent the school's interest and the school benefits from shared resources, training, best practice and moderation (checking the accuracy of assessments).</p> <p>We value our governors and recognise the importance of training so they can all contribute to our work. All new governors are expected to complete induction training, and we subscribe to Norfolk Governor Services so that all governors can access training for free. This year governors have attending training which includes the following:</p> <ul style="list-style-type: none"> <li>• Safer recruitment</li> <li>• Safeguarding</li> <li>• Academisation</li> <li>• Mandatory financial training</li> </ul> <p>Minutes of Governing Body and Committee meetings are public documents. Please ask in the office if you would like to see any of the minutes of our meetings.</p>
<p><b>Future plans for the governors</b></p>	<ul style="list-style-type: none"> <li>• Affirm and deliver our vision for the school and promote high aspirations for students and staff.</li> <li>• Maintain high standards across the school and return standards in writing and grammar to recent outstanding levels.</li> <li>• Continue invest in training, development and well-being for all staff as a key school aim.</li> <li>• High expectations for pupil behaviour and well-being</li> </ul>
<p><b>How you can contact the governing body</b></p>	<p>We always welcome suggestions, feedback and ideas from parents – please contact the Chair of Governors, Jason Wolfe, via the school office. You can see the full list of governors; their roles and responsibilities; terms of office and more information, on the Governors' page of the school website.</p>

	<a href="http://www.newtonflotman.norfolk.sch.uk/index.php/governors/">http://www.newtonflotman.norfolk.sch.uk/index.php/governors/</a>
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