



2018 - 2019 Annual Governance Statement

from the Board of Governors for Rodings Primary School

The school's Board of Governors is responsible for the overall direction and effective management of the school, and for providing the best possible education for the pupils, whilst acting within the framework set by legislation. Governors work as a team and are all volunteers bringing a variety of experiences and professional knowledge to the table. We are involved in formulating and setting policies and determining strategies, working together with the Headteacher who is responsible for the day-to-day management of the school.

This report provides information on the structure of the Governing Board at Rodings Primary School, gives a brief overview of our activities during the most recent school year and provides a summary of some of our plans for the next 12 months.

The three core functions of a school's Governing Board are:

- setting the vision and strategic direction of the school
- holding the school to account
- ensuring the financial well-being of the school.

Governance

Structure: On our Board of Governors we have: -
4 elected parent governors, 2 staff governors (of which one is the Headteacher and the other is elected by staff), 1 Local Authority governor (recommended by the board and appointed by Essex LA), 2 partnership governors and 5 co-opted governors. Both partnership and co-opted governors are appointed by the Governing Board for their specific skills and experience. All terms of office are for 4 years.

Who's who: In September 2018, Steph Green was re-elected as our Chair and Leeann Goddard was re-elected as Vice Chair. In the last year, we have welcomed Claudia Charles as a new parent governor. Unfortunately, we said goodbye to parent governor Dipti Patel, who moved out of the area.

Meetings: This year the full Board of Governors has met formally 10 times – once per term we dedicate a meeting to the Teaching and Learning aspects of our governance. Our Personnel and Pay Committee has met 4 times and our Finance, Premises and Health and Safety Committee has also held 4 meetings. In addition to these meetings there has been one special governors' meeting and several working groups throughout the last year, all concentrating on aspects of the school's governance. We are always able to form committees if required to consider discipline and complaints.

Register of interests: As part of our governance arrangements we maintain a register of declarations made by governors of any financial or other interests that may have a bearing on decisions made by the Governing Board. A summary of this register is available on the school website along with a full list of governors, their responsibilities and a record of attendance at meetings.



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Training: The Governing Board recognises that to effectively fulfil its role, it must ensure that all governors have the required skills and knowledge to support the school. Regular training keeps us up to date and able to carry out our role to the best of our abilities. A governor skills' audit was organised by our clerk in the spring term and from this we will identify and address any skills gaps and organise our training for the following year.

This year, governors have attended the following training sessions:

- Challenging School Leadership
- Designated Safeguarding Lead
- Focus on Finance
- Induction for Governors
- Safeguarding for Governors
- Staff Mental Health and Well-being

Our Chair has also attended four local network sessions.

Vision and Strategic Direction

Earlier this year and with the help of the staff, pupils and parents, we reviewed our vision statement for the school and it was a very useful exercise, especially for the children who were asked to design some emojis to illustrate this statement.

This September we will again welcome a double intake in our Reception class and will therefore have three double year groups in the school for the second time in recent years. Our school is very popular locally and we remain aware of the potential for an increase in the number of pupils in the school over the coming years. We are committed to providing places for children from our local community and will continue to ensure that the quality of care, support and teaching that we provide is outstanding.

Over this past year, we have further built on our good connections with other school Governing Boards within our School Led Improvement Partnership of 'DEEP' (Dunmow Excellence in Education Partnership) and through the network of west Essex and Bishop's Stortford schools using our governor training provider. We continue to review our practices with other Governing Boards, building solid relationships of support, challenge and shared knowledge within the network.

Holding the school to account

Governors support the school with regular visits. These can take the form of formal monitoring visits with a distinct focus, learning walks to get feel for a particular area, meetings, or reviews and audits of areas such as finance or safeguarding. Governors also attend school events such as assemblies, sports days and fundraising events and can see first hand how the children are enjoying their school environment.



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Our visits and discussions with staff help governors to understand and identify potential improvements, as well as celebrating successes.

Nearly all our governors are linked to a specific class which they will follow as the children progress through the school. Some governors also have a specific area of responsibility and all details can be found at the end of this report.

We have two Safeguarding and Child Protection governors who carry out regular safeguarding checks and are confident that safeguarding at the school is excellent.

We have two governors who are linked to Special Education Needs and Disability and they meet regularly with the school's SEND Co-ordinator and are impressed with the amount of planning and encouragement which goes into supporting our SEND and disadvantaged children.

Governors are also responsible for monitoring staff development and pay and the Personnel and Pay Committee has carried out the Headteacher's performance management review (assisted by a Headteacher from another local school) and has set targets for the future.

Governors work with the School Leadership team to review the progress and attainment of pupils throughout all year groups especially at the end of Early Years, KS1 and KS2. Part of the Governing Board's role is to hold the Headteacher and his staff to account for the continued improvement of these results and the setting of ambitious progress targets for all pupils.

Financial Well-Being of the School

It is a well-publicised fact that state schools are struggling financially. At Rodings we have always managed our finances very tightly but this year we have struggled to post a balanced budget for 2019/20. All staff and governors have worked exceptionally hard to ensure that the school remains in the black and we appreciate parent contributions to school trips and events but unfortunately with rising costs there is no magic wand to be waved and governors will be monitoring budgets and costs very carefully over the coming year. First and foremost, we must ensure that there will be no impact on the children, their wellbeing, learning and school experiences due to financial constraints.

The Friends committee is a tremendous source of help and support and the money they have raised to buy 'extra' items such as the Chromebooks and the smart screen in the hall, enhances the whole school experience for our children. During these times of financial stress in the education system, we count ourselves very fortunate to be blessed with a team of great parents who will give up their time for our school.



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Summary of some of the things the Governing Board will be working on during 2019-2020

Over the coming year we will be using our recent governor skills audit together with a self evaluation of our Board to identify and address any gaps in knowledge and abilities and all governors will attend training and/or networking events. We will pay particular attention to safeguarding training. We will also assess our link roles and consider whether changes are required.

Under the current financial climate we will continue to closely monitor all expenditure and all governors will keep themselves up to date and aware of the financial situation within the school with the Finance, Premises and Health and Safety committee taking the lead on providing information where necessary.

Through our discussions and analysis at meetings as well as via a programme of visits to the school which will cover all governors and all parts of the curriculum, we will continue to work closely with the school leadership team to fully understand the school data for all year groups and for distinct groups such as Pupil Premium, SEND and working at greater depth.

A new Ofsted framework will apply from September 2019 and all governors will ensure that they are aware of the changes and the demands on the school. Governors will be able to present and highlight the school's achievements in the best possible light.

Governors will work with the school to ensure that all staff are healthy and happy in their roles and have access to the relevant support and training to enable them to deliver their best for our children.

The Board of Governors is committed to supporting our school and we look forward to the challenges of the new school year.

How to contact the board of governors

We always welcome suggestions, feedback and ideas from parents. Please contact our Chair of Governors via the school office. Any parent or member of our wider school community who is interested in becoming a school governor is encouraged to make an appointment to discuss this further with our Chair.

Steph Green

Chair of Governors
July 2019



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Governor Roles

Name of governor	Class link 2018-2019	Class link 2019-2020	Link roles	Committees
Andrea Beard	Year 3	Year 4		<ul style="list-style-type: none"> • Chair FPH&S
Leah Bruce	Year 2	Year 3	<ul style="list-style-type: none"> • Safeguarding Governor 	
Claudia Charles	Year 2	Year 3		
Leeann Goddard	Year 6	Year R	<ul style="list-style-type: none"> • Vice Chair • Training Governor • Curriculum Link 	<ul style="list-style-type: none"> • Vice Chair P&P
Steph Green	Year R	Year R	<ul style="list-style-type: none"> • Chair • Safeguarding Governor 	<ul style="list-style-type: none"> • Chair P&P • FPH&S
Brian Hardcastle	Year 4	Year 5	<ul style="list-style-type: none"> • SEND Governor 	<ul style="list-style-type: none"> • P&P
John Hildrew	Year 1	Year 2		<ul style="list-style-type: none"> • FPH&S • P&P
Colin Raraty				<ul style="list-style-type: none"> • FPH&S • P&P
Alice Smith	Year 5	Year 6	<ul style="list-style-type: none"> • Curriculum Link 	
Sarah Stevenson	Year 4	Year 5	<ul style="list-style-type: none"> • SEND Governor 	<ul style="list-style-type: none"> • P&P
Colin Todd	Year 1	Year 2		<ul style="list-style-type: none"> • Vice Chair FPH&S
Mark Walker				
Owen Wright				

FPH&S – Finance, Premises and Health & Safety Committee

P&P – Personnel and Pay Committee

Rodings Primary School

Governor Attendance at Meetings for the academic year 2018-2019

Governor	24 th Sept 2018	8 th October 2018	15 th October 2018	19 th October 2018	9 th November	12 th November 2018	10 th December 2018	21 st January 2019	4 th February 2019	25 th February 2019	28 th February 2019	18 th March 2019	18 th March 2019	29 th April 2019	20 th May 2019	10 th June 2019	10 th June 2019	Total Meeting attendance	Percentage of available meetings attended
	Full Governing Board	Finance, Premises and Health & Safety	Full Governing Board	Personnel and Pay Committee	Personnel and Pay Committee	Teaching & Learning Committee	Full Governing Board	Full Governing Board	Finance, Premises and Health & Safety	Teaching & Learning Committee	Personnel and Pay Committee	Finance, Premises and Health & Safety	Full Governing Board	Full Governing Board	Teaching & Learning Committee	Finance, Premises and Health & Safety	Full Governing Board	Totals for 2018-2019	
Andrea Beard	Y	Y	N			Y	N	Y	Y			Y	Y	Y	Y	Y	Y	12/14	86%
Leah Bruce	Y		N			Y	N	N		Y			Y	Y	Y		Y	7/10	70%
Claudia Charles													Y	Y	Y		Y	4/4	100%
Leeann Goddard	Y		Y	Y	Y	Y	Y	Y		Y	Y		Y	Y	Y		Y	13/13	100%
Steph Green	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	17/17	100%
Brian Hardcastle	Y		Y	Y	Y	Y	Y	Y		N	N		N	Y	Y		Y	10/13	77%
John Hildrew	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	N	N	13/17	77%
Dipti Patel	N		N			N												0/3	0%
Colin Raraty	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	17/17	100%
Alice Smith	Y		Y			Y	Y	N		Y			Y	Y	Y		Y	9/10	90%
Sarah Stevenson	Y		Y	Y	Y	Y	Y	N		Y	Y		Y	Y	N		N	10/13	77%
Colin Todd	N	Y	N			Y	Y	N	N	Y		N	N	N	Y	N	Y	6/14	43%
Mark Walker	Y		Y			Y	Y	Y		Y			Y	Y	N		Y	9/10	90%
Owen Wright	Y		Y			N	Y	Y		Y			N	Y	Y		Y	8/10	80%

Y = Attended, N = Did not attend

Please note that not all governors have served a full year of office nor are governors on the same committees. Therefore the number of 'available' meetings will vary between governors.