



Middlewich Primary School Statement of Governance



The 3 core strategic functions of the Middlewich Primary School Governing Board are:

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

Governance Arrangements

The Governing Board of Middlewich Primary School was re-constituted in 2012 and is now made up of two staff governors (including the Headteacher), two elected Parent Governors, one Local Authority Governor, who is the Deputy Headteacher at the local secondary school, and eleven Co-opted governors. Co-opted governors are appointed by the Governing Board and are people who, in the opinion of the governors, have the skills required to contribute to the effective governance and success of the school: on our Governing Board three of the co-opted governors are parents; three are staff members and the remaining five are members of the local community, including an former teacher and a church leader.

The full Governing Board meets once each term, and we also have two committees to consider different aspects of the school in detail. These are the Safeguarding, Finance & Staffing Committee and the Pupil Welfare, Curriculum and Partnerships Committee. We also have additional committees that meet if required, for example to consider pupil discipline and staffing matters. All governors have additional roles of responsibility as link or leads in specific areas. They meet with key members of staff to evaluate different aspects of the school's work.

See the governor section on the school web site for a list of roles and responsibilities.

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). See attendance document for details of individual governors' attendance at meetings.

The Work of our Committees this Year

The Governing Body works as a whole, and in the individual committees, maintaining a continuous focus on school improvement as identified in the School Development & Improvement Plan.

The Pupil Welfare, Curriculum and Partnerships Committee

This committee monitors the quality of teaching and learning across the school. This year the committee has spent time considering how the school has developed its curriculum delivery in order to meet the high standards expected in the end of key stage assessments. They have also considered how the curriculum has been improved to include more visits and residential trips to develop children's experiences across the school.

A key part of this committee is to scrutinise and evaluate pupil data. Statutory assessment information as well as 'in-house' data is shared and information for groups of children, and particularly vulnerable pupils such as those in receipt of Pupil Premium funding and those with special educational needs and/or disabilities, is examined. The committee evaluates the impact of the school's provision on pupils' outcomes and this is used as a key measure of success.

Another significant focus of this committee is to monitor well-being, behaviour, and the social, moral, spiritual and cultural aspects of the curriculum. This year they have met with the pupils to review reading; evaluated parent/carer feedback; assessed the work of the Education Improvement Partnership (the local community of schools); reviewed provision for SEND (Special Educational Needs) and the spending of the Sports Grant and ensured the school is on target to meet attendance targets.

Committee Impact Statements for 2017-18

Autumn

- From the progress report of children raised a school focus on Pupil Premium children
- Reviewed the Pupil Premium intervention report
- Updated policies
- Noted the update on restraint training of staff
- Requested a review of Reading which will include children attending the next committee meeting to hear from a range of abilities including reluctant readers
- Requested a review of the Behaviour Log
- Reviewed and challenged the attendance report

Spring

- Rigorously reviewed the evidence provided by the IDSR (Inspection Data Summary Report)
- Reviewed the quality of teaching and learning
- Updated policies
- Talked first hand to pupils to gain feedback on reading practices.
- Requested further information on Pupil premium children attending extra-curricular clubs
- Agreed the implementation of CPOMS (Child Protection Online Management System)

Summer

- Reviewed the additional support being given to Year 6 children.
- Received an update on the SDIP (School Development & Improvement Plan) and are confident that actions are being taken in line with the SDIP
- Been assured that there are no concerns around the quality of teaching

- Discussed the focus on vulnerable groups throughout all aspects of the school and curriculum
- Encouraged partnership working, both with other schools and with those outside of education

The Safeguarding, Finance & Staffing Committee

This committee ensures statutory safeguarding policies and practices are fully carried out by the school. It also considers how the school's ethos and curriculum develop children's understanding of how to keep themselves safe including internet safety. Mrs Sumner is the lead safeguarding governor and she meets the designated safeguarding lead teacher twice a year to review action plans and any pertinent safeguarding matters.

Furthermore, the committee looks at the school premises and makes decisions about how to maintain and enhance the building and grounds. This includes health & safety, asset management and health & hygiene. Our Health and Safety Governor carries out termly checks of the premises with Mr Dilworth, the school's site manager.

Committee Impact Statements for 2017-18

Autumn

- Noted the improvement to the fire drill.
- Continued to monitor the school budget with adjustments to ensure it is efficient and works for the requirements of the school.
- Attend the LA budget meetings with the school to ensure oversight.
- Drive Health and Safety improvements through regular monitoring.
- Pursued improvements for the school roof.
- Review policies through the agreed process to ensure a continuous review of school policies.

Spring

- Updated the Complaints Procedure
- Instigated a review of the Medicines Administration policy
- Monitored how the school is dealing with ongoing health and safety challenges whilst the roof work is being completed
- Received a benchmarking report to be reviewed in the next meeting
- Attended the LA budget meetings with the school to ensure oversight
- Continued to monitor the school budget with adjustments to ensure it is efficient and works for the requirements of the school
- Reviewed policies through the agreed process to ensure a continuous review of school policies

Summer

- Confirmed that healthcare improvements are in place
- Heard about the positive effect of CPOMS on safeguarding
- Agreed with the plan to send a letter about cyber-bullying and the possible involvement of the PCSO (Police Community Support Officer)
- Expressed a wish to attend the next fire drill
- Confirmed that the attendance target is appropriate

- Expressed concern over the financial forecast. They have challenged the school to make savings, whilst offering support in terms of suggestions for savings and possibly raising money through sponsorship
- Been reassured that GDPR is in place, with training ongoing

This committee also monitors the school budget, which is finally ratified by the full governing board. We continue to carefully manage and balance the budget in these changing times of funding reforms and the school is currently awarded with a 'Good' outcome from the School Financial Value Standard return. All personnel matters are reported and managed through this committee.

Pay committee

This committee has been set up to ratify all pay decisions following performance management reviews.

Policies and Practice

One of the roles for the governors is to reviewing and agreeing all policies. This year we have reviewed a wide range, including Behaviour Management, Safeguarding, Complaints, Parental Leave, Teacher Appraisal, Health and Safety, Whistle Blowing, Special Educational Needs, Critical Incidents and Curriculum. There is a planned programme for policy review that is followed consistently.

Minutes of Governing Board and Committee meetings are public documents – you can either find them on the Governors' page of our website, ask at the school office or see them on display on the notice board outside the Headteacher's office.

Future Plans For The Governors

The Governing Body is looking forward to working with the staff at the annual staff governor planning and review meeting to celebrate our achievements and identify the areas for improvement in the next academic year.

How you can contact the governing board

We always welcome suggestions, feedback and ideas from parents – please contact the Chair of Governors, Mr Lee Turner, via the school office. You can see the full list of governors; their attendance at meetings; minutes of governing body meetings and more information about what we do, on the notice board outside Ms La Porta's office or on Governors' page of the school website.