



Kingsway Infant School

Annual Governance Statement

2018/19

As the Governing Body of Kingsway Infant School, we are proud of the school and its welcoming, inclusive ethos alongside the values and vision the school has for its pupils, parents and carers. In accordance with the Government's requirement for all governing bodies, the three core strategic functions of the Governing Body 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 Structure

The Governing body is made up of 10 governors.

- 2 Staff Governors including the Headteacher
- 2 Parent Governors.
- 1 Local Authority Governor.
- 4 Co-opted Governors including the Chair and Vice Chair of Governors.
- 1 Co-opted Governor vacancy

The Governing Body appoints a professional Clerk who is responsible for arranging meetings, taking minutes and following up on any actions. The Clerk also advises on procedural matters and plays a key role in the work of the Governing Body.

Governors are all appointed (except for the Headteacher), are independent and have equal status to each other. A Chair and Vice Chair are elected by the Governing Body and work closely together with the Headteacher and the Clerk.

The Governing Body was structured in accordance with the Circle method. This means that there are no committees, except for the Headteacher's Appraisal Committee and the Pay Committee, which enables the whole Governing Body to take a broader and more informed holistic view of the school. Governors visit the school a minimum of 3 times during the year to monitor key priority areas identified in the School Improvement Plan. Specific monitoring is undertaken for the areas of Health & Safety, Safeguarding and Finance. Formal monitoring visits allow Governors the opportunity to observe and communicate with staff and pupils and ensure that actions agreed in the School Improvement Plan are being actively undertaken by the school.

After each visit, a formal report is prepared and presented at the next Governing Body meeting. From this the progress in the delivery of agreed school priority areas can be actively monitored and impact on the education of the pupils more effectively assessed.

During 2018/19 the Governing Body met 6 times, the Headteacher's Appraisal Committee met 4 times, and the Pay Committee met once. There were both formal and informal monitoring visits undertaken by Governors supporting school events such as plays, music evenings and fund raising events. The Chair of Governors has regular meetings/discussions with the Headteacher and Clerk outside of full Governing Body meetings. Governors attended feedback meetings with school staff and external moderators in support of the school. The overall attendance record of Governors has been excellent, and every meeting has been quorate during the school year.

The Headteacher's Appraisal Committee is supported by an external advisor. Additionally, there is a facility to bring together small panel/committees as and when required. The Governing Body has clear Terms of Reference and all Governors are required to abide by a Code of Practice.

Governing Body Skills & Knowledge Development

The Governing Body recognises that to effectively fulfil its role, it must ensure that all of its Governors have the required skills and knowledge to support the achievement of the school's priority objectives. Recognising the importance of training and development, the Governing Body appoints a Governor Development Co-ordinator to ensure that there is a committed and consistent focus on the areas where the Governing Body needs to develop.

Regular reviews are undertaken to identify and address any skills gaps. An annual self-evaluation (Skills Audit) is completed to assess the effectiveness of the Governing Body over the school year. The Governing Body is a member of Governance and uses this and other relevant information channels to ensure it remains abreast and up to date on relevant developments in the education sector.

Governor Focus in Academic Year 2018/19

At the beginning of the school year, the Governing Body agreed the School Improvement Plan with the Headteacher which is used to identify the key areas for the school and the focus for the academic year. It allows the Governing Body to assure itself that the actions taken within the plan will improve teaching and learning outcomes for all children. In addition to school monitoring visits, the Governing Body uses other school data including, Local Authority data, Government data (Analyse School Performance), Phonics Screening Check, Baseline Assessment, the Ofsted Data Dashboard and regular internal school assessment data. Pupil progress and attainment is scrutinised through data analysis. Vulnerable groups including pupil premium and SEN children are closely monitored.

The Governing Body have fully supported the school during the replacement of the roof and have been kept informed throughout the project.

Governor focus areas for 2019/20

The Governing Body will continue to develop and support the school with implementing the aims and objectives within the School Improvement Plan and longer-term strategy of the school. Governors will monitor financial status and work closely with the Headteacher, Senior Leadership Team, Staff, Parents and the Community to deliver the best outcomes for our pupils.