

School governing bodies are now encouraged to produce an annual statement for parents and all other stakeholders connected to their school. Whilst this is not yet a statutory requirement, it is considered to be good practice and provides some insight into the role of the Governing Body.

This report is the fourth Annual Report produced by The Governing Body of the Kennet Valley Church of England (VA) Primary School. It sets out the key actions of the board in the 2017/18 academic year and charts their impact on the school. It also explains the remit of the Full Governing Board and its Committees, and shows the attendance record of governors in Appendix I.

I. IMPACT REPORT

The Board of Governors has three core functions:

- Ensuring clarity of vision, ethos and strategic direction
- Holding the Head Teacher to account for the educational performance of the school and its pupils
- Overseeing the financial performance of the school and making sure its money is well spent

i. Vision, ethos and strategy

Our Vision and Values statement is on the school website. We are committed to making sure that Kennet Valley School provides the very best standard of education for all of its pupils and leads the way among our local cluster of schools. We refreshed our **Mission statement** this year to ensure that it reflects the ethos and aspirations of the school, in a process that involved the school council, teachers and governors. We believe that our refreshed mission statement encapsulates the mission of the school:

‘One Family, Learning for Life, On a Journey, Towards our Potential’

We promise to ensure all children fulfil and exceed their potential and expect behaviour and attendance standards to be high.

The school’s ethos is being shaped by our core values as a Church of England school. Our Christian ethos is at the centre of helping pupils to learn the values that will support them as they grow. We have a governor with responsibility for spiritual education and the local rector is an ex officio member of our governing body.

The Governing Body work with the Head Teacher on the strategic plan for the school and help to ensure consistent teaching quality, monitoring progress against targets with the Head Teacher regularly assessing teaching quality at all levels.

Each year, the governors and Head Teacher agree the annual objectives. For 2017/18 the School development plan had 5 objectives. These were

1. Improve progress in writing and maths by: ensuring that writing in subjects other than English shows greater range and depth, and that pupils with middle and high prior attainment make at least good progress and further embedding strategies for improvement in mathematics, so that the recent development in pupils’ mathematical skills is sustained and extended

2. Improve leadership and management by refining strategic planning so that it focuses more on the key issues, with appropriate timescales and success criteria and improving the effectiveness with which senior and middle leaders, supported by governors, check the quality of teaching and learning to ensure that there are consistently high expectations of what pupils can achieve.
3. To continue to build children's self-esteem leading to higher presentation expectations and increased motivation to achieve greater progress.
4. Governors will work effectively with all staff to communicate the shared vision, ethos and strategic direction of the school, which will ensure that there is a culture of ambition, challenge and support for all.
5. To continue to raise the school's profile in the community via links with the church to sustain the Christian Ethos of the school, and other links with neighbours, school cluster groups and the wider community.

Progress against these objectives is a standing item on the Governing Body agenda and a formal evaluation is undertaken at the end of each academic year.

ii. Holding the Headteacher to account

Full Governing Body meetings are held every term (six times a year), with subcommittee meetings also held separately each term. At each meeting the Head Teacher presents the Governing Body with a detailed report, which includes information on attendance, behaviour, pupil progress and attainment and significant news. The Governing body has worked with the Headteacher to develop these reports to ensure that they have the information that they need to ask detailed challenging questions about the school and the day to day running of it. This provides Governors with an accurate and in-depth understanding of the strengths and development areas of the school, allowing them to support and challenge in order to secure improvements in all areas of educational performance. Governors also conduct visits to the school, where they meet with subject leaders and visit lessons. This again allows invaluable first-hand experience of teaching and learning in the school. The minutes of the Full Governing Board and its Committees is posted on the Governor pages of the school website and can be found in paper form in the reception area of the school.

During 2017/18 the Governing body has ensured that they have regularly reviewed the School Development Plan. It has been reviewed at staff meetings as well as subcommittee meetings and Full Governing Body meetings. This has allowed the Governors to see which objectives have met their targets and which objectives still need to be worked on. This has also allowed them to talk to the Headteacher and the teachers about how the school is improving. In 2017/18 there have also been governors who are responsible for monitoring the School Development Plan and for evaluating it. These governors have met with the headteacher and have asked challenging questions about the improvement strategies in place. This will continue with the new School Development Plan in 2018/19

As part of the link governor role there was an increased amount of governor visits to the school, not only to work with classes but also to meet with the headteacher. These meetings included Safeguarding, Pupil premium and SEN meetings.

The Co-Chairs of the Governing body have also met with the Headteacher on a regular basis (approx. fortnightly) so that they have a detailed understanding of the school. This has allowed them to gain a clear knowledge of positives and concerns that the headteacher has. This will continue in 2018/19.

iii. Overseeing financial performance

The Governing Body approves the school budget, scrutinises income and expenditure reports and agrees major purchasing decisions. They ensure the school's finances are regularly monitored and that money is spent sensibly and in a way that provides good value. The Governing Body has also acted to ensure that the school's staffing structure is appropriate for the numbers of pupils on roll, is right for the curriculum offer, and is able to give targeted pastoral support to our pupils.

2. OTHER ACTIONS OF THE GOVERNING BODY

In 2017/18 the Governing body worked hard to advertise and recruit a substantive Headteacher. They have several applicants and have employed the Acting headteacher Mrs Emma Russell. She and the Governing Body has established a constructive working relationship, and have worked hard to move the school forward. Mrs Russell had been acting headteacher since September 2017 and became the substantive head in April 2018.

Our Co-Chairs of Governors, Sarah Till-Vattier and Simon Jones have ensured that the board remains focussed on its core functions and strives to increase its knowledge of pupil progress and attainment, allowing greater understanding of the school in general.

The Governing Body is constituted of a good mix of skills and represents many different areas of expertise. Some governors are linked to a class/year group and to a subject and others have specific roles responsible for Special Educational Needs, Pupil Premium, Safeguarding, Whistleblowing and Sport Premium. The full list of governor areas of responsibility is set out in a responsibilities matrix that is reviewed annually and is attached here in Appendix I. The whole governing body has worked hard to ensure that the link visits are completed and have designed a detailed note of visits which they review at a later date. They also feedback to the FGB at meetings about link visits.

Governors regularly support events held both within and outside of the school including Open Evenings, Performances, Coffee Mornings, Sports events and Exhibitions. Several Governors have also been on trips with the children this year, which has enabled them to build a good relationship with the children and staff in their link classes.

3. REMIT OF THE FULL GOVERNING BODY AND ITS COMMITTEES

The Full Governing Body takes responsibility for the overall effectiveness of the school. It takes ownership for the conduct of the school and promotes high standards of educational achievement in order to ensure that every student fulfils and exceeds their potential. It acts as an employer of staff. The Governing Body is split into two committees: Finance and Staffing, and Standards and Curriculum; each with its own Chair. These committees also meet every term prior to each Full Governing Body meeting. The minutes from the two committees are documented and discussed at the Full Governing Body meetings.

4. HEAD TEACHER PERFORMANCE MANAGEMENT

Outside of the committees the performance of the Head Teacher is scrutinised by a panel of three members of the Governing Body in conjunction with our advisor from Wiltshire Local Authority. Educational performance and personal development targets are set for the Headteacher that helps drive the process of school improvement.

All governors are volunteers, with the exception of the Head Teacher and the Rector who are 'ex-officio' governors, and all dedicate their time and efforts into providing a thriving school for your children.

For more information on becoming a governor please contact our Clerk, Laurien Carter, care of the school – admin@kennetvalley.wilts.sch.uk or visit the governors section of the Kennet Valley School website – <http://kennetvalley.wilts.sch.uk>

Appendix I

Governor's details:

Name	Governor Type	Appointed/Elected By	Term of Office start date	Term of Office end date	Committee	Responsibilities
Peter Barry	Foundation	Church	14-Jul-17	13-Jul-21	Finance & Staffing	
Lizzie Daley	Foundation	Church	27-Aug-17	26-Aug-21	Curriculum & Standards	Chair of S&C Vice Chair from 8.1.2018
<i>Jane Davies</i>	<i>Foundation</i>	<i>Church</i>	<i>16-Sep-15</i>	<i>06-Dec-18</i>	Curriculum & Standards	
Chris Diddams	Parent	Parents	01-Nov-16	31-Oct-2020	Finance & Staffing	Chair of Finance
Carolyn Gittins	Foundation	Church	07-Feb-18	06-Feb-22	Finance & Staffing	
Sarah Hues	Staff	Staff	01/09/2017	31/08/2021	Finance & Staffing	
Ali Jones	Foundation	Church	01-Dec-15	30-Nov-19	Curriculum & Standards	
Simon Jones	Foundation	Church	01-Mar-15	28-Feb-19	Finance & Staffing	Vice Chair until 8.1.2018 Joint Chair of Governors from 8.1.2018
Dan Miles	Parent	Parents	06-Mar-18	05-Mar-22	Curriculum & Standards	
Emma Russell	Acting Head/Head from March 2018	Ex officio	14-Sep-15	13-Nov-19	Attends Both	
Maria Shepherdson	Foundation	Ex officio	26-Dec-14	25-Dec-18	Curriculum & Standards	
Sarah Till-Vattier	Parent Local Authority	Parents FGB	06-Oct-14 01-Jan-18	31-Dec-17 31-Dec-21	Attends both	Chair of Governors until 8.1.2018; Joint Chair from 8.1.2018

Board of Governors Annual Report to Stakeholders (2017-18)

September 2018



James Tilley	01/12/2016	30/11/2017
Karen Jones	11/04/2017	10/04/2018
Lisa Morgan - Attends FGB meetings alternately with Sarah Hues and Staffing & Curriculum Committee	01/09/2017	31/08/2021
Becky Tilley	25/06/2018	25/06/2019

Associate Governors – do not attend meetings.
Appointed with specific remits

Name	Business or Other Interests	Attendance at FGB 2017-18	Attendance at Committees 2017-18
Peter Barry		6/6	F&S – 3/6
Lizzie Daley	None	4/6 EGB 1/2	C&S – 5/5
Jane Davies	Parish and County Councillor	0/2	C&S – 1/2
Chris Diddams		4/6 EGB 1/2	F&S – 6/6
Carolyn Gittins		3/3 EGB - 1/1	F&S - 3/3
Sarah Hues		3/3 EGB 1/2	F&S - 5/6
Ali Jones	None; Mother of Simon Jones	3/6 EGB – 2/2	C&S – 4/5
Simon Jones	Does some maintenance work for school; Son of Ali Jones	5/6 EGB - 2/2	F&S – 5/6
Dan Miles		3/3 EGB - 1/1	C&S – 1/1
Lisa Morgan		2/3 EGB – 1/1	C&S - 5/5
Emma Russell	None	5/6 EGB – 1/1	S&C – 5/5; F&P – 6/6
Maria Shepherdson	None	4/6 EGB – 2/2	S&C – 5/5
Sarah Till-Vattier	None	6/6 EGB – 2/2	S&C – 4/5; F&P - 2/6

March meeting rescheduled due to snow

FGB = Full Governing Board Meetings

S&C = Curriculum & Standards Committee, **F&S** = Finance & Staffing Committee

Data = Data Committee

FGB, S&C and F&P have 6 meetings per academic year, apart from Data, which has a minimum of 3.

Attendance is given from the point that a governor joined the board, or committee.