

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 second 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 2016/17 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 2015/16, our objectives were:

- Raising standards in spelling
- Inspiring all our pupils to ‘Be the Best they can be’
- Science development
- Increase the use of computing in all classes

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 Head teacher 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. 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.

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

Since her appointment in 2013, the Governing Body has established a constructive working relationship with our Head Teacher, Mrs Karen Venner.

Our Chair of Governors, Rob Gittins and Sarah Till-Vattier 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 review annually and is here attached in Appendix I.

Governors regularly support events held both within and outside of the school including Open Evenings, Performances, Coffee Mornings, Sports events and Exhibitions.

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 Premises and Staffing 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.

Board of Governors Annual Report to Stakeholders (2016-17)

September 2017



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 Head Teacher 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.

Governors details:

Name	Governor Type	Appointed/Elected By	Term of Office start date	Term of Office end date	Committee	Responsibilities
Raquel Anstee de Mas	Foundation	Church	01-Dec-15	31-Aug-17	Staffing & Curriculum	
Peter Barry	Foundation	Church	14-Jul-17	13-Jul-21		
Lizzie Daley	Foundation	Church	27-Aug-13	26-Aug-17	Staffing & Curriculum	Vice Chair
Jane Davies	Foundation	Church	16-Sep-15	15-Sep-19	Finance & Premises	
Chris Diddams	Parent	Parents	01-Nov-16	31-Oct-2020	Staffing & Curriculum	
Rob Gittins	Local Authority	Local Authority/FGB	01-Feb-15	24-Jul-17	Finance & Premises	Joint Chair of Governors until 31/3/2017; Chair of F&P until 31/3/2017 Sabbatical 1/4/2017 – 24/7/2017
Ali Jones	Foundation	Church	01-Dec-15	30-Nov-19	Staffing & Curriculum	
Simon Jones	Foundation	Church	01-Mar-15	28-Feb-19	Finance & Premises	
Emma Russell	Staff	Staff	14-Sep-15	13-Nov-19	Staffing & Curriculum	
Maria Shepherdson	Foundation	Ex officio	26-Dec-14	25-Dec-18	Staffing & Curriculum	Chair of S&C
Sarah Till-Vattier	Parent	Parents	06-Oct-14	05-Oct-18	Staffing & Curriculum	Joint Chair of Governors until 31/3/2017; Chair of Governors from 1/4/2017 Chair of S&C
Karen Venner	Staff (Head)	Ex officio	25-Dec-12	31-Aug-17	Attends both	
Name	Governor Type	Appointed/Elected By	Term of Office start date	Term of Office end date	Committee	Responsibilities

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

James Tilley	01/12/2016	30/11/2017
Karen Jones	11/04/2016	10/04/2017
Kate Fry	11/04/2016	10/04/2017
Neil Witcombe	11/04/2016	10/04/2017

Governor attendance:

Name	Business or Other Interests	Attendance at FGB 2016-17	Attendance at Committees 2016-17
Raquel Anstee de Mas	Governor at Heddington School	4/6	S&C – 3/6
Peter Barry	Appointed late in academic year; paperwork yet to be completed	0/0	0/0
Lizzie Daley	None	5/6	S&C – 6/6
Jane Davies	Parish and County Councillor	3/6	F&P – 2/6
Chris Diddams		2/5	S&C – 2/5
Rob Gittins	None	4/4 Sabbatical	F&P – 4/4 Sabbatical
Ali Jones	None	5/6	S&C – 4/6
Simon Jones	Does some maintenance work for school	5/6	F&P – 5/6
Emma Russell	None	6/6	S&C – 5/6; F – 5/6
Maria Shepherdson	None	3/6	S&C – 4/6
Sarah Till-Vattier	None	5/6	S&C – 6/6
Karen Venner	None	6/6	F&P – 6/6; S&C – 6/6

FGB = Full Governing Board Meetings

S&C = Staffing & Curriculum Committee, **F&P** = Finance & Premises 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.