

**Annual Governance Statement for the Governing Body of Watlington Primary School**  
July 2017

In accordance with the Government’s requirement for all governing bodies, the 3 core strategic functions of Watlington Primary School 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.**

<p><b>Governance arrangements</b></p>	<p>The Governing Body of Watlington Primary School was re-constituted in June 2014 and is now made up of 1 Local Authority Governor, the Headteacher, 1 staff governor, 2 parent governors and 4 Co-opted governors. Co-opted governors are appointed by the Governing Body and are people who, in the opinion of the governing body, have the skills required to contribute to the effective governance and success of the school. Our Governing Body includes parents who have a good understanding of both the local community, and the day to day experience of Watlington Primary through participating in school life with their children, experienced staff who have worked in different school establishments and an experienced headteacher and local authority adviser.</p> <p>The full Governing Body meets half termly, and we also have committees to consider different aspects of the school in detail. At Watlington Primary this year we have reorganised our committees. This year we have had two committees and all governors are members of at least one of these. They are: The School Effectiveness Committee focusing on standards of achievement and Teaching and Learning.</p> <p>The People, Buildings and Money Committee which focuses on Leadership and Management, and has responsibility for the budget, staffing and premises issues.</p> <p>Subsidiary committees meet when needed such as those that consider arising issues of pupil discipline and staffing matters.</p>
<p><b>Attendance record of governors</b></p>	<p>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). The Appendix gives details of individual governors’</p>

	attendance at meetings.
<p><b>The work that we have done on our committees and in the governing body</b></p>	<p>Through a Teaching and Learning audit in Oct 16 giving external validation, teaching in the school continues to be judged as Good. Furthermore, joint lesson observations were undertaken in May 17 by the Local Authority with the Headteacher. This scrutiny builds on our Education Challenge Partner visit in March 2016 when the school continued to be judged as Good with the capacity to continue improving, which followed on from our successful Ofsted in Jan 2015. Our latest audits show that the school has maintained standards of teaching. The Ofsted report found that 'governors take a strategic view' demonstrating the work that has been done within the governing body to develop skills has been effective. The Governing Body has continued to ensure that they are aware of changes in education such as the government's White Paper and have actively sought to keep well informed by attending local authority briefings regarding academisation and other developments. We are determined to ensure that positive choices can be made for the school to ensure that Watlington grows and develops further in the future.</p> <p>A clear commitment to active governance has been made and this expectation is shared with all prospective governors. Our current attendance record demonstrates the commitment shown by the current members. This year we have worked on producing clear agenda cycles and sets of questions to ensure challenge from governors is precise and targets the appropriate areas.</p> <p>A rigorous monitoring cycle is in place to ensure governors are well informed about all school matters. All committees take responsibility for sections of the School Development and Improvement Plan and the School Self Evaluation Form. At every meeting progress towards milestones is discussed and reviewed. All statutory documentation is in place alongside other key school documentation. A clear review programme is in place to ensure policies are up to date and relevant.</p> <p>Governors have been involved in regular discussions as the school has developed a new assessment system following the National changes to assessment. Pupil data is examined at each School Effectiveness meeting to make sure the school is on track to fulfil its ambitious targets for all pupils. We are also concerned about our “vulnerable groups” of children and focus on how the Pupil Premium Grant is being spent by the school and what impact this has on their outcomes.</p> <p>Governors are rigorous in carrying out all their statutory duties.</p>

	<p>This includes safeguarding and we have a Nominated Governor for Safeguarding who gives a termly report to the governors about any safeguarding matters.</p> <p>Early in the summer term, the People, Buildings and Money Committee approved the 2016/17 budget plan for the school: we are pleased to report that the school is in a reasonable position financially, given the recent changes in school funding. This enables us to make the best staffing decisions to support the children in the school.</p> <p>Governors continue to focus on raising standards and have committed to using Better to Best as a school improvement package to ensure external verification of our standards of teaching and learning in particular.</p> <p>Attendance figures at the school continue to improve as the school follows rigorous processes to monitor this.</p> <p>Minutes of Governing Body and Committee meetings are public documents - you can ask at the school office if you would like to see any of the minutes of our meetings.</p>
<p><b>Future plans for the governors</b></p>	<p>We have just reviewed our committee structure, along with our programme of governor monitoring in order to make it even more effective for next year. This was a result of our self-review of governance that we undertook in the Spring Term where we identified areas for us to develop to enable the most effective strategic support for the school. We continue to ensure that when we recruit new governors they have the appropriate skills to strengthen our Governing Body. If you are interested please request a meeting with either a governor or the headteacher who can explain the work of the Governors further and give you a skills audit.</p>
<p><b>How you can contact the governing body</b></p>	<p>We always welcome suggestions, feedback and ideas from parents – please contact the Governors, via the school office.</p>

### Watlington Primary School Governing Body

<b>Governor</b>	<b>Category</b>	<b>Term of office expiry date</b>	<b>Attendance at Full Governing Body Meetings 2016 - 2017</b>
Kate Samouelle (Chair)	Parent Governor	29/10/2017	100%
Rosemary Kett (Vice Chair)	LA Governor	05/05/2019	66%
Shannon Hewitt	Staff Governor	25/01/2021	83%
Samina Asif	Co-opted Governor	02/09/2018	100%
Ann Youngs	Co-opted Governor	24/09/2019	83%
Mark Roythorne	Co-opted Governor	24/01/2021	50%
James Coote	Parent Governor	21/01/2021	75%
Ruth McGlone	Head Teacher	Ex officio	100%
Vacancy	Co-opted Governor		
Heather Simmonds	Staff Governor	Resigned Oct 17	100%
Ryan Whitby	Parent Governor	Resigned Dec 17	50%