



Annual Governance Statement for Benhall Infants and Pre School 2018-19

In accordance with the Government’s requirement for all governing bodies, the three core strategic functions of Benhall Infants and Pre School Governing Body are:

1. Setting the strategic direction of the school
2. Holding the Headteacher to account for the educational performance of the school
3. Ensuring financial health, probity and value for money

<p>Governance arrangements</p>	<p>In line with government recommendations the Governing Body is made up of:</p> <ul style="list-style-type: none"> • the Headteacher • 1 elected staff governor • 2 elected Parent Governors • 1 Local Authority Governor • 7 Co-opted governors appointed by the governing body who in the opinion of the governing body, have the skills required to contribute to the effective governance and success of the school <p>The full Governing Body meets at least six, and usually seven, times each year. Each meeting is preceded (usually 2 weeks before) by a meeting of the Finance and General Purposes Committee.</p> <p>The Pay Committee meets annually to discuss and agree Pay and Performance, and whenever else it is required.</p> <p>The Headteacher’s Performance Management Panel meets twice each year, the first meeting includes an independent consultant to help review and set new targets.</p> <p>There are committees that can meet if required to consider pupil discipline and staffing matters.</p> <p>See Appendix A for a list of Governors 2018-2019 and their responsibilities.</p>
<p>Attendance record of governors</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).</p> <p>See Appendix B for details of individual governor’s attendance at meetings.</p>
<p>The work carried out by the Governing Body this year</p>	<p>The Governing Body is always very thorough in carrying out its strategic responsibilities, in particular focusing on the priorities of the school development plan, which is agreed by the governing body early in Term 1, and monitoring progress data to ensure that the pupils achieve the highest standards they can, made possible by the</p>

highest quality of teaching and learning, whilst also developing as independent learners.

This year the focus within school has been to build-upon the embedding of continuous provision approach across all three years, by focussing on specific areas of performance improvement, as well as looking more closely at personal and social development, not least through taking a whole-school approach to behaviour rooted in the principles of positive discipline. These developments continue to be exciting for us, and have allowed the school to become something of a model. We continue to regularly host visitors from other settings interested in learning about our approach. Staff development this year has been focussed on embedding aspects of a Positive Discipline-based approach into regular classroom practice. Another key area of focus has been on Real PE, which offers direct benefits for staff and pupils in this aspect of the curriculum, but also offers wider benefits in terms of children being more engaged and included. Alongside this, we maintain an awareness of the need to ensure that standards and progress remain strong. The year-end data continues to show that we maintain very high levels as we also improve the wider aspects of our children's development.

As previously, the changes have required staff to be resilient and flexible. The process of change has been supported by a focus on staff having the necessary professional support to help them implement changes as they see fit within their classrooms, and across the school. As governors, we have been well briefed about all of this, through the regular, comprehensive and transparent reporting to all of our meetings, and through the continuation of direct staff inputs at each FGB meeting.

This year has unfortunately been quite challenging in terms of staffing. In addition to some staff turnover, we have also been hit by a string of bad luck as regards a few of our Teaching Partners in particular. This has, though, brought out the best in our staff group, with people supporting their colleagues, and pulling together to support the children. The wider changes have also meant that next year our teaching body will be quite different, with three incoming NQTs. This is an exciting opportunity for us to help our new colleagues to grow as part of the Benhall family. But we recognise that it will also be a challenge, especially for the more experienced staff to support the whole school.

Physically, we continue to develop the school's internal provision. With the Lab and the Workshop very much embedded parts of what we do, attention has turned this year to the library, which is now a multi-level 'tree house' and the food tech / DT area.

All of these processes have been overseen by the governing body. In addition to the wealth of data and narrative reports we have always received from the school's Senior Leadership Team, during this year we have also had the benefit of more descriptive inputs from Mrs Richmond and Miss Bilton during the meetings, as well as from other staff. Individual governors have then supplemented this with their own SDP and policy area visits, in line with their specific responsibilities, as well as a series of pupil voice sessions.

The Governing Body is responsible for Safeguarding and we review the policy for this every year and check that all the latest statutory requirements are in place. We additionally have a focus on pupil premium and sports premium spending, and through the year have been seeking to further improve the focus we are able to pay to these two important areas. Each of these areas is addressed in every one of our meet-

	<p>ings.</p> <p>The school staff and governors engage in regular self-evaluation against the Ofsted guidelines and this is scrutinized by our independent school improvement partner. It is 9 years now since the school was inspected by Ofsted. Whilst we remain aware of this, we also draw confidence from our own internal self-evaluation process, and the feedback from the numerous outside visitors to the school.</p> <p>Throughout the year the Governing Body has been just one governor short of its full complement of governors. We have sought, and continue to seek a suitable candidate to fill this vacancy. However, we welcomed two new parent governors, and two new co-opted governors this year. Miss Bilton also changed status to now be the elected Staff Governor. We have also had to replace our Clerk this year, after our previous Clerk left for career reasons. However, we now have Mrs Evans in post, and our situation is much improved!</p>
<p>The work that we have done on our committees</p>	<p>The Finance and General Purposes Committee (F&GP) remains the sole regular sub-committee of the Full Governing Board (FGB). Its focus covers Benhall Infant School and the Extended Provision through Benhall Pre-School and After School Club with regard to finance, personnel and building issues. This committee feeds back to the FGB. The F&GP committee meets 2-3 weeks prior to the FGB meeting to facilitate communication of matters between the two bodies.</p> <p>Finance and General Purposes Committee: The Finance and General Purposes Committee Chair meets with the Headteacher and the school's Finance Officer on a monthly basis to review the budget and the outcomes are fed back to the full committee. There are also meetings with the School's Finance Officer. The committee completes and submits to County the annual Schools Financial Value Standard (SFVS) report. It engages in benchmarking against statistical neighbours and this provides a positive view of the way the school is managed financially. The Committee remains aware of the necessity for prudence at a time of tightened school budgets. However, the focus is always on how to best manage the school's resources so as to be able to offer the best education we can to all of the pupils at the school in a way that offers most support to the staff of the school. At times this presents challenges, but the committee, through its chair especially, has throughout the year sought to balance this prudence with appropriate spending to support the school's Vision.</p>
<p>Future plans for the governors.</p>	<p>Hopefully we can look ahead to a year of relative stability in the make-up of the governing body. This should give us the opportunity to focus more as individuals on areas of support and challenge, to better serve the interests of the school. We will continue the process of having an informal Governor leadership team structure, comprising the Chair and the two Vice-Chairs meeting regularly to share the leadership role.</p>
<p>How you can contact the governing body</p>	<p>We always welcome suggestions, feedback and ideas from parents, grandparents, carers, neighbours and anyone else with an interest. Please contact the Chair of Governors via the school office or by email: Chair@Benhall.gloucs.sch.uk</p>

Appendix A Governor Roles and Responsibilities 2018-19

Governor	SDP & Policy Area	Class Link	Committees & Panels	Roles
Chris Hale Parent Governor	- Leadership & Management	Indigo	- F&GP - Staff Dismissal Cttee	
Karen Sutton Co-opted Governor	- Leadership & Management	Orange	- Staff Dismissal Appeal Cttee - Pupil Discipline Cttee	
Pat Palmer <i>Co-Vice Chair</i> Co-opted Governor	- Outcomes	Blue	- F&GP - Staff Dismissal Appeal Cttee - Pupil Discipline Cttee - HT Performance Review	- Health & Safety - Clerk Induction - Curriculum Gov
Toby Lewis Co-opted Governor	- Outcomes	Green	- F&GP (Chair) - Pay Cttee	- GDPR
Stacey Rees <i>Co-Vice Chair</i> Co-opted Governor	- Personal Development / Behaviour	Violet	- Staff Dismissal Cttee - Pay Cttee	- SEND / PP / SP - Parents' Evenings
David Barnard-Wills Parent Governor	- Personal Development / Behaviour	Pre-School	- Staff Dismissal Appeal Cttee	
Becky Martin LA Governor	- Teaching & Learning	Yellow	- Pupil Discipline Cttee - Staff Dismissal Cttee	- Safeguarding & LAC - Pupil Voice - New Gov Induction
Dave Filipović-Carter <i>Chair</i> Co-opted Governor	- Teaching & Learning	ASC & FS	- F&GP - HT Performance Review	- Named Governor - New Gov Induction
Rebecca Bilton Staff Governor	-	-	-	- Governor Visits - Gov Commitments
Wendy Richmond Head Teacher	-	-	- F&GP - Pay Cttee	
Judith Price Co-opted Governor	-	-	-	
Vacancy Co-opted Governor				
Jess French Clerk (to March 2019) Julie Evans Clerk (from April 2019)				

Appendix B Governors' Attendance 2018-19

	FGB - 1 October	FGB - 15 October	FGB - 3 December	FGB - 4 February	FGB - 25 March	FGB - 13 May	FGB - 1 July		F&GP – 17 September	F&GP (emerg) - 15 October	F&GP – 12 November	F&GP – 21 January	F&GP – 11 MArch	F&GP – 29 April	F&GP – 17 June
David Barnard-Wills	✓	✓	✓	✓	✓	-	✓								
Rebecca Bilton	✓	✓	✓	✓	✓	✓	✓								
Dave Filipović-Carter	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓
Chris Hale	✓	✓	✓	-	✓	-	✓			✓	-	-	✓	-	✓
Toby Lewis	✓	✓	✓	✓	✓	✓	-		✓	✓	-	✓	✓	✓	-
Becky Martin	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓
Pat Palmer	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	-	✓	✓	✓
Judith Price				✓	-	✓	✓								
Stacey Rees	✓	✓	✓		✓	-	-								
Wendy Richmond	✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓
Karen Sutton		✓	✓	✓	✓	-	✓								
Duncan Spalding	✓	✓	✓						✓	✓	✓				