

The Governance Statement

Annual Governance Statement for the Governing Body of High Beech C of E Primary School May 2018	
<p>In accordance with the Government’s requirement for all governing bodies, the 3 core strategic functions of the Perfect Primary School Governing Body are:</p> <ol style="list-style-type: none"> 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 arrangements	<p>The Governing Body of High Beech Primary School is made up of 2 staff governors (including the Headteacher), 3 elected Parent Governors, 1 Local Authority, 2 Foundation Governors and 1 Co-opted governor. 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.</p> <p>The full Governing Body meets once each term, and we also have other committees to consider different aspects of the school in detail.</p> <p>From time to time highly confidential matters are discussed and these happen in Part 2 of the agenda. All Governors sign annually a Code of Conduct.</p>
Attendance record of governors	<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). See school website for more details.</p>
The work that we have done on our committees and in the governing body	<p>The school has a ‘School Development Plan’ (SDP). This is reported to the Governing Body every term. The Governance team constantly ask themselves how the work they are doing helps to develop the quality of learning and progress for the children. They question the school on its priorities, targets and action plans contained in the SDP. Then governors will ask what impact have these actions achieved and how will any shortfall be corrected to achieve targets set.</p> <p>A good example is the teaching of maths at the school. The school had identified the need to strengthen the teaching of maths across the curriculum. Research was carried out to find a scheme that could support maths across the school and the Singapore method of teaching identified. This is currently be evaluated for its impact.</p> <p>Governors also discuss key data presented by the headteacher giving the results of pupil achievement, attainment and progress; so that governors can be sure that the school is on track to fulfil its targets for all pupils.</p> <p>Governors focus on how the Pupil Premium Grant & Sports funding is being spent by the school and what impact this has had on pupil outcomes. The results of which are published on the school website.</p> <p>Our school is an inclusive school and aims to meet the needs of all pupils and their families, including those with special educational needs and disabilities. For details on how we support children with SEN see the School Offer on the website.</p> <p>The Governing Body looks at the maintenance and development of the school premises and agrees and makes recommendations about how the school budget should be set. It also looks at the school curriculum and staffing matters. Mrs Roffey (Headteacher) and Mrs Luck (Foundation Governor) are responsible for Health and Safety. They carry out termly checks of the premises. The Governor’s priority is safeguarding; our “Nominated Governor” for safeguarding, Mrs Hodgkinson and Mrs Roffey report any safeguarding matters and what action has been taken.</p>

	<p>In the summer term, the FGB approves the 2017/18 budget plan for the school. The priority of our budget is focused on the standards & excellence of teaching.</p> <p>The FGB are responsible for the renewal of our policies & procedures. Statutory policies are being updated in accordance with legislation. These can be seen on our school website.</p> <p>Minutes of Governing Body are public documents – you can either find them on the Governors’ page of our website or you can ask at the school office if you would like to see any of the minutes of our meetings.</p>
<p>Future plans for the governors</p>	<ul style="list-style-type: none"> • As our school is joining the Epping Forest Schools Partnership Trust in July, the role of the local governing body needs to be established and training undertaken. • Continuing to Strengthen Governor monitoring roles in line with Ofsted Framework • Ensure that all Governors have a clear understanding at the beginning of the academic year of where the school is placed in their journey of improvement
<p>How you can contact the governing body</p>	<p>We always welcome suggestions, feedback and ideas from parents – please contact the Chair of Governors, Mr Peter Walker via the school office. You can see the full list of governors and their attendance at meetings on the school website.</p>

