

Blundeston CofE VC Primary School Annual Governance Impact Statement 2022 - 2023



The **3 core strategic** functions of Blundeston CofE VC Primary School's governing board are:

- Ensuring clarity of vision, ethos and strategic direction
- Holding the Headteacher 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

A Place to Flourish

Our Impact in 2022 - 2023

Every year we report on the progress we have made and how we have achieved what we set out to do. Our annual governance impact report shows some of the great work we do and provides a check in to make sure we are still on track to meet our strategic objectives, as well as outlining where to go next.

This was my first year as Chair of governors. My aims for the first year were:

- To set up Governor Induction packs digitally within Governorhub to improve the speed of application and induction.
- To distribute subjects amongst the governors to ensure continuity for monitoring.
- Complete my NGA Development for Chair's course.



The vision and ethos of the school

New Headteacher

The biggest challenge this year for our governing board was the recruitment of our new Headteacher. Sarah Mann, David Gallagher, Paul Strowlger and Claire Robertson made up the Recruitment panel. All governors came together to work collaboratively on the Headteacher's pack. Claire Robertson used her experience to collate all the information to produce the pack pdf.

Claire Robertson secured an external advisor to assist in the recruitment process – Ben Axon, Head at Carlton Colville. The diocese provided a representative – Neil Henery, who proved to be an excellent advisor. Together with Neil and Ben, the recruitment panel produced a robust interview plan with activities and timings.

Claire Robertson communicated with Parents and Staff about the plans and timelines and invited communications if there were any concerns or queries. Both were invited to add input to the process/Headteacher pack. All responses were compiled via email and/or Parent's Evening governors who gathered feedback and were added to the pack. Communications were sent out regularly to staff throughout the process.

The Resources committee met to discuss the advertising budget. All advertising options were costed and presented at the committee. The advertised salary range was also agreed. The advertising plan was then executed and monitored by Claire Robertson.

The interview process ran smoothly with the assistance of staff members during a difficult time with the absence of both the Headteacher and Deputy Headteacher. All governors were in attendance and had a role on the interview days. Claire Robertson produced the running times, personnel responsible, timings and activities in readiness for the LA and internal staff to use on the interview days. Claire liaised with staff who were acting up regularly on the lead up to the interviews and on the day to ensure the process ran smoothly for everyone.

We were successful in appointing a new Headteacher – Chris Edwards, he is currently an experienced Headteacher at Reedham Primary and Nursery school, having taken his school from Requiring Improvements to Good with Outstanding features. With Mr Edward's appointment we can be very optimistic about a strong, stable and successful future for the school.



Recruitment

Claire Robertson was on the panel for the Deputy Headteacher, the Year 3 part time teacher, the Nurture and Pastoral lead, and the Teaching Assistant post this year.

Afterschool club and Nurture changes

The afterschool club which was started in Autumn 2022 has grown over this last year. The club is offered across all school years, with a sports focus, every day from 3:20pm until 4:30pm. The club is manned by the Sports coach (paid for by the PE premium) and a TA. Next year the club will be run by our newly appointed Sports apprentice.

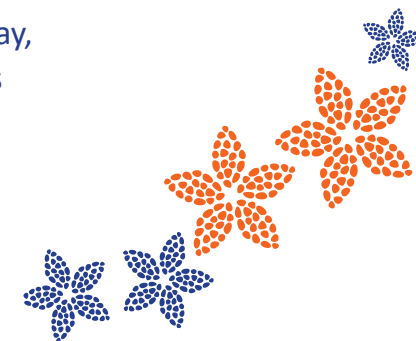
Alongside the Breakfast club and Nurture Hub, the Afterschool club adds to our Early Help offering. Gemma Pryke was appointed in the Spring term to take over the Nurture and Pastoral Support lead from the Summer term. Gemma was able to afford a thorough handover from Kelly Tillett before she moved onto her new job at Suffolk County Council. We are proud of our Nurture offering and feel that this is a fantastic service that our school offers those children and families that need our help and support whether it be mental health, or supporting those families to realise financial help. Gemma has settled in well and has completed numerous training courses to enhance Blundeston's Nurture and Pastoral offering: Working Together to Safeguard Children; Signs of Safety Awareness Session; Supporting Bereaved Children; Designated Safeguarding Leader; Online Safety; FGM; Prevent Awareness; Emotional Wellbeing in the Classroom. She will do her ELSA (Emotional Literacy Support Assistant) training in the Autumn and Spring terms in the next school year.

Specialist provision unit

The Headteacher and SENCo presented a case to governors to apply for a Specialise Provision Unit because they wanted our SEND children in the local area to Flourish at Blundeston. Governors consented. Helen and Sara the SENCo lead worked together to apply for the Specialist Provision Unit which would provide support for children with cognitive and learning SEND funded by the Local Authority. Elizabeth Lewis provided support as our SEND governor and travelled to Ipswich to support their application. Unfortunately, the school site was not deemed large enough to accommodate the SEND children's requirements at this time.

Extra Curriculum

Educational trips have returned to normal this year, swimming has returned for Year 4 and 6, and Year 6 had their 3 day, 2 night break residential at Hilltop. The Choir is also growing with performances at local primary schools. Many sports tournaments have also taken place: Football; Basketball; Rounders. All of this important extra curricular growth is encouraging children to Flourish at our school.



Meetings and Monitoring

All monitoring and meetings have returned to face to face meetings. However, the option has been made available to be more flexible for governors/clerk to be able to attend remotely if it works better for them.

SIAMS working party

In the Autumn term we set up a Siams working party in preparation for the imminent SIAMS inspection (or so we thought!). Paul, Liz, Jon and I met with Helen, the RE lead Mrs Houlgate, and the Reverend Andy Bunter who kindly agreed to join our working group in lieu of our missing incumbent. We met 3 times over this term to address and discuss all strands of the SIAMS inspection. We have since met again this summer term, which David also attended, as the inspection has yet to be realised, but we have been promised the inspection will be completed before the end of this school year before the new framework starts in Sept 2023. All governors in this working party are confident of their understanding and ability to contribute to the SIAMS inspection when it occurs.



Collective Worship monitoring

Ruth Jooste, Paul Strowlger, Elizabeth Lewis, Claire Robertson all attended the various collective worships – mid week, Friday Flourisher’s assembly, and class collective worship. This was to monitor the impact of collective worship on the children. We were really pleased to see such a positive effect on children not only receiving the Flourisher’s award but the children who were supporting their friends: Year 5 pupil said, “I feel excited and pleased for the flourishers who have done well”.



Subject monitoring

All the governors have taken responsibility for 1 or more subjects this year. The subject monitoring has been completed each term with a focus on a School Improvement Plan priority. All monitoring forms are uploaded to Governorhub for easy referral, and for continuity for planning questions for the next monitoring round. These are reported back to FGB by the governors who have completed the monitoring. Depending on the timings, pupil perceptions are carried in line with the subject monitoring.



FGB meetings

At the Full Governing Board meetings we scrutinised information provided in the termly Headteacher’s report. This included plans for a Specialist Unit Provision for SEND children. Data analysis of PITA scores for the whole school year. Gaps being quickly identified for Year 6 children ahead of the SATs and were offered booster tutoring after school. The governing board also took the opportunity to review and question the annual SEND report in the autumn term.

As well as twice termly FGB meetings, the Resources committee also met twice termly to discuss Premises, Personnel and Finance issues. Claire Robertson assisted in completing the **School Financial Value Standards**, an exercise that checks that effective financial management procedures are in place. This ensures that money is wisely and properly spent and resources spending is optimized. The list of actions this year is much smaller than last year. As named governor for Safeguarding Claire Robertson assisted on the completion of the annual **Safeguarding audit**. This provides a useful checklist to follow up on. A list of suggested training and task lists for the new Headteacher and Deputy Headteacher has been compiled and shared in readiness for the new school year.

Parent's evening

Governors have been present at all Parents' evenings this year, gathering feedback about our school and asking parents in preparation for Headteacher recruitment, what they consider to be special about Blundeston Primary, and what qualities/strengths/skills they would like to see in their new Headteacher.

Policies

At the relevant review period, all governors review and feedback on policies to ensure that they are relevant, up to date, and are in keeping with the school ethos and vision. Revisions are proposed when relevant.

Skills Audit

All governors completed the skills audit in the Spring term.

Governors discussed the completed GB Skills Audit matrix. It was felt that succession planning was a risk, which was in hand however overall governors were happy with the Board's effectiveness. All the governor link roles were confirmed as follows:

The Chair, Claire - Safeguarding/Prevent • Jon - Training/Staff well-being • Elizabeth - SEND/Collective worship • Ruth - Attendance/GDPR
Paul – Health & Safety/Premises • Andrea - IT/Website compliance • Sarah - LAC/Pupil Premium • David - PE Premium.

Training

Members attended a variety of training courses e.g. Safeguarding, Pupil Premium whole FGB training, Safer Recruitment, and Named Safeguarding.

GDPR

To improve our GDPR and school communications, all governors are now set up with their own school email account for use for all school communications. This has been linked to Governor hub and School's choice for booking training now.

Attendance

Since covid the attendance numbers had risen. This year in the Spring term, the Head advised that overall attendance was 94.7% which was pleasing considering the school had seen cases of covid. Also the Persistent absence (PA) had significantly reduced to date.



Premises and Facilities

IT

We have been constantly reviewing the large IT investment with our contractors this year. The Resources committee have been supporting the Admin and Facilities Manager to try and resolve the account management issues. In the Spring term we attended an online meeting with them to discuss the issues to set goals, and timescales. After the last review there are still issues with service, IT set up and performance, over promising and under delivering. The next face to face meeting with the contractor that is planned, I have recommended the Resources committee be involved to stand united. We need to get the equipment working efficiently so teachers have faith in the product to be able to teach on them.



On the plus side, we do have new hubs installed throughout the school. The new broadband line is finally installed. Although it appears to have issues on certain devices. New laptops were purchased to the value of £13.8k. The school is currently in the process of getting all the new laptops set up ready for use in the new school year.

Outdoor gym

The outdoor gym equipment has been a problem since the inspector advised that children under 1.4m would not be covered under the school's insurance in Autumn 2022. Quotes had been requested to take the equipment away however a difference of opinions were noted. The advice from the supplier had been shared with the inspector, as the equipment had been made for children and had been scaled down. We are currently awaiting a risk assessment as suggested by the supplier.



Resources committee

- The Resources committee chaired by Paul Strowlger, followed its nine-term plan to keep track of H&S and premise-related tasks, including statutory checks. The use of Smartlog continues to streamline the management of premises and facilities and inform governors with regular compliancy updates.
- David Gallagher completed the Health and Safety audit with Admin and Facilities manager in the autumn term, only very minor issues identified.
- The legionella report made some pipework improvement recommendations. The Resources committee approved the costs, these were completed.
- Replacement carpet for foyer and corridor was approved and laid.
- The legionella report made some pipework improvement recommendations. The Resources committee approved the costs, these were completed.
- The budget was set in March, taking into consideration 3 year strategic forecasts provided by the Finance Officer. Governors are aware of the deficit budget set for Year 2 and 3 and that the situation is not sustainable. The Headteacher has been adjusting staffing structures, and governor monitoring visits to ease the pressure on the budget. Once government decisions are made reference teacher pay and the funding formula this year, we will be in a better position to make decisions in the new school year. A key focus for income is going to be numbers on roll. This is a key focus for the new Headteacher and Deputy Headteacher.
- The fence quotes have been approved, payment to be made from capital, to replace the picket fence around the car park, 2 gates, and to replace the Key Stage 2 wooden gate with more suitable green mesh. This work is due to take place over the summer holidays.
- As part of the Fire Risk Assessment old LED lights were identified. The quote for these has been approved.



Changes to the Governing Board

Resignations:

Jane Liddell with effect from 31st August 2022 (Co-opted)

Alison Begley with effect from 22nd July 2022 (Foundation)

Paul Strowlger with effect from 21st July 2023 (Co-opted)

Appointments:

1 Foundation Governor (Bishop Appointed) – Jon Salisbury with effect from 1st December 2022

1 Parent Governor – Sarah Mann with effect from 23rd November 2022

1 Parent Governor – Andrea Whiting (with effect from 4th January 2023)

Claire Robertson was appointed Chair of Governors in the Autumn term of 2022.

Sarah Mann was appointed Vice Chair of Governors in the Spring term of 2023.

Focus for next year

To focus on recruitment of numbers on roll for next year.

To monitor the new SIP with priorities in Tech, Times Tables, Spelling. The new SIP is to be confirmed. Currently being written alongside the impact statement.

To recruit members to the governing board.

To monitor the implementation of metacognition as part the Pupil Premium strategy to enable children to become more present in their learning process.

