



## Abbey Hill Governing Body Information

All governors at Abbey Hill are volunteers. The governing body is made up of 12 governors who are a mixture of Local Authority governors, parent governors and staff governors. We also have people from the local community called co-opted governors. Each member brings their own viewpoint, ideas and skills to the governing body

Governors are responsible for making sure the school is run well and they work closely with the head teacher, who is responsible for the school's day-to-day management. Governors work hard to make sure every child gets the best possible life chances while they are at our school. This includes making sure the school budget is spent in the best way and that learning and behaviour are of a high standard.

One of the most important jobs of the governing body is to hold the school to account. Governors do this by supporting the head teacher in making plans for the school. They act as critical friends by asking questions and finding out about the work of the school for themselves on governor visits.

Governors attend three governing body meeting each term. These meetings focus on key areas of school life such as school improvement, standards, pupils' well-being, safeguarding, finance and staffing. Governors also take part in training sessions to help them make the best possible decisions about the school.

Governors make sure the school has done everything it must do legally e.g. health & safety, safeguarding and child protection, writing school policies and delivering tests to pupils. Governors also spend time in school, talking to children and staff, seeing the work of the school first hand and joining in school trips and events.

Governors can be contacted through the school office, the head teacher or any member of staff.

Our governing body is made up of 12 people:

- 2 parent governors who are elected by parents and carers of children at the school
- 6 co-opted governors who are chosen by the governing body based on their skills and experience
- 1 Local Authority governor who is nominated by the Local Authority and chosen by the governing body based on skills and experience
- 2 staff governor who are elected by staff at the school
- The head teacher who is a permanent member of the governing body

| Name              | Type of Governor | Start Date | End Date  | Business or Pecuniary Interests | Governor Link Area                               |
|-------------------|------------------|------------|-----------|---------------------------------|--------------------------------------------------|
| Ms Helen Chambers | Head Teacher     | n/a        | n/a       | None                            | Day to day management of the school              |
| Mr Karl Simpson   | Local Authority  | 30.4.2018  | 29.4.2022 | None                            | IT, school website and e-safety, P.E. and Sports |

|                                           |                  |            |            |                                                   |                                                                                           |
|-------------------------------------------|------------------|------------|------------|---------------------------------------------------|-------------------------------------------------------------------------------------------|
| Chair of Governors                        |                  |            |            |                                                   | premium, Safeguarding and Early Years                                                     |
| Mr Keith Davis<br>Vice Chair of Governors | Co-opted         | 20.11.2017 | 19.11.2021 | None                                              | Behaviour and Attendance                                                                  |
| Miss Louise Allsop                        | Co-opted         | 12.11.2018 | 11.11.2022 | None                                              | R.E. and SMSC, Governor training coordinator                                              |
| Ms Sam Jeffs                              | Co-opted (Staff) | 12.10.2016 | 12.10.2020 | None                                              | Anti-bullying                                                                             |
| Mr James Kingswood                        | Co-opted         | 20.11.2017 | 19.11.2021 | None                                              | Finance                                                                                   |
| Miss Denise McGarvey                      | Co-opted         | 1.11.2016  | 31.10.2020 | None                                              | Literacy and Sports Premium                                                               |
| Reverend Dr Neil Popham                   | Co-opted         | 1.11.2013  | 31.10.2017 | None - Rev Popham is a governor at Kirkby College | Numeracy, Special Needs, Inclusion, Pupil Premium, EAL and Looked After Children, Finance |
| Mr Eric Wetton                            | Associate member | 20.11.2017 | 19.11.2021 | None                                              | Science, Curriculum and enrichment                                                        |
| Vacancy 1                                 | Staff            |            |            |                                                   |                                                                                           |
| Vacancy 2                                 | Parent           |            |            |                                                   |                                                                                           |
| Vacancy 3                                 | Parent           |            |            |                                                   |                                                                                           |

#### Attendance at governor meetings 2018 - 19

| Name            | Meetings Attended  |                    |                      |
|-----------------|--------------------|--------------------|----------------------|
|                 | 9.10.2018          | 12.11.2018         | 11.12.2018           |
| Ms H Chambers   | Y                  | Y                  | Y                    |
| Mr K Simpson    | Y                  | Y                  | N Family commitments |
| Mr K Davis      | Y                  | N Illness          | Y                    |
| Miss L Allsop   | Y                  | Y                  | N Work commitments   |
| Ms S Jeffs      | N Illness          | Y                  | Y                    |
| Mr J Kingswood  | N Work commitments | N Work commitments | N Work commitments   |
| Miss D McGarvey | Y                  | Y                  | Y                    |
| Rev Dr N Popham | Y                  | N                  | Y                    |
| Mr E Wetton     | Y                  | Y                  | Y                    |

Governors are helped and advised by a clerk to governors who also takes minutes of governors' meetings. Our clerk is Nicki Goodman.

Governors must also focus on three main areas to make sure the school keeps on getting better and better. They are:

1. Making sure the school has a clear vision and plan for how it will keep on improving
2. Holding the head teacher to account for how well children learn and the standards they achieve, and how well staff achieve the targets set for them
3. Overseeing how well the school manages its budget and making sure money is well spent.

When a school is inspected by Ofsted, the governing body must show that they are doing these three things. The statement below gives examples of what the governing body has done in these three areas:

## **Governors' Annual Impact Statement**

### **Making sure the school has a clear vision and a plan for how it will keep on improving**

- Governors received a presentation by the DHT relating to the school's work on Character Strengths. They heard how this forms part of the school's work on curriculum design and their focus on supporting pupils' emotional development and well-being.
- Governors have agreed to continue funding the School's Direct project in partnership with other schools. This is part of the school's succession planning in addressing national difficulties in recruitment.
- Governors have investigated and agreed a formal collaboration with six local primary schools to support partnership working and school improvement. The chair has attended Joint Collaboration Committee meetings, has received the collaboration action plan and agreed governor visits to collaboration schools to find out about good practice.
- Governors support an ongoing programme of improvements to an aging school building both to accommodate increasing pupil numbers and to ensure the school is a safe, secure place where pupils enjoy learning.
- Governors have had training on the Prevent strategy (which aims to identify and prevent radicalisation in schools) and three have completed the online Channel training.
- The safeguarding governor has completed the online Safer Recruitment training and used his knowledge to support the head teacher in recruitment procedures.
- After discussion and further investigation governors agreed the purchase and implementation of an electronic safeguarding recording system (CPOMs). This has been very effective in the recording and sharing of information regarding safeguarding with all relevant staff.
- Governors have taken part in attendance panels with the head teacher and the child and family support worker to support the school in its drive to improve attendance and hold parents to account for their children's non-attendance.
- Governors regularly review policies and practices in school e.g. the Safeguarding Children policy and SEND report to parents.
- The safeguarding governor meets the head teacher and the child & family support worker to check the school's safeguarding procedures are being followed correctly. This includes checking all staff have been trained, pupil records are kept properly and that all DBS child protection checks have been carried out and recorded (see governor safeguarding audit spring term 2018)

## **Holding the head teacher to account for how well children learn and the standards they achieve, and how well staff achieve the targets set for them**

- Governors work with an outside advisor to set targets for the head teacher as part of her appraisal. They carry out a mid-year review with the head to check she is on track to meet the targets and an end of year review to see if targets have been met.
- Governors monitor appraisal arrangements for other teachers and make decisions regarding performance related pay progression.
- Governors took an important role in checking the 2018 Y6 SATs tests were carried out properly. They checked test papers were locked away at all times and that tests were delivered correctly. Governors were present in tests to make sure everything was carried out fairly and also made sure that test papers were sealed in the correct bags and locked up again straight after the tests.
- Governors' meetings are held in different classrooms so governors can see there is a consistent approach to teaching throughout school. They regularly look at samples of children's English and maths workbooks to see the quality of presentation, the amount of work completed and how well children make progress.

## **Overseeing how well the school manages its budget and making sure money is well spent**

- Governors are given a breakdown of the school's budget. They discuss and ask questions about where money has been allocated. Governors also read termly reports from the head teacher and office manager about how much of the budget has been spent and where there is any over or underspend.
- The new finance governor has held meetings with the school's business manager as an introduction to how school finances run.
- Governors received a presentation on the school's work on curriculum design and agreed the purchase of the Cornerstones curriculum as a starting point for the schools work on curriculum design.
- Governors agreed the recent increase in the Living Wage to show the high value they place on our staff team.
- Governors have looked carefully at the way the school spends its pupil premium funding. They read reports about the way this spending improves children's progress and attainment and how it supports other important areas such as children's well-being. Governors have visited school to see this spending in action and have received updates from staff leading the interventions.