

Annual Governance Statement for the Governing Body Terling C of E [Voluntary Aided] Primary School Sept 2018-July 2019

In accordance with the Government's requirement for all governing bodies, the three core strategic functions of Terling Primary School Governing Body are:

- Ensuring clarity of vision, ethos and strategic direction;
- Holding the Head Teacher to account for the educational performance of the school and its pupils;
- Overseeing the financial performance of the school and making sure that money is well spent.

Constitution of the Governing Body

1 Staff Governor - Andrew Sime

2 Elected Parent Governors – Kelly Hodkinson and Brett O'Donoghue

1 Local Authority Governor – Ruth Santos-Brien

6 Foundation Governors - Sarah Day, Sarah McNamara and Jeanne MacWillson appointed by the Parochial Church Council

Claire Franklin, Janice Ovenden, Richard Sargeant and Annette Hurst by the Diocesan Education Committee

Ex officio Members - Pamela Smart - Head Teacher (Sept-Jan) & Sarah Meares Acting Headteacher (Jan – July), and All Saints Vicar (Vacancy since April 2017 – role taken on by Sarah McNamara for the Summer Term)

Clerk – Peter Clancy

Meet the Governors: Sept 2017-July 2018

We have received resignations from the following Governors: Jeanne MacWillson (with immediate effect), Richard Sargeant and Janice Ovenden (with effect from the end of the summer term). We thank Jeanne, Richard and Janice their contribution as Governors and commitment to the school during their tenure.

As Chair of Governors I gave notice last November that, after 8 years of service, I would not be renewing my term of office when it expired in March. Following the Headteacher's absence in the Spring Term and the Ofsted inspection, I committed to stay on until the end of the Summer Term to help strategically by continuing to work alongside Sarah Meares, the Local Authority and Diocese in order to secure external support for the Leadership team and delivering the Ofsted priorities at pace. We have undertaken a full review of Governance and I have equipped the Governing Body with a toolkit to help better track and record their impact. We have also secured the services of a 'National Leader in Education' to support the school as an Executive Headteacher and a 'National Leader in Governance' to provide training and mentoring to Governors as necessary.

The Governing Body for 2018/19 comprises:

Acting Head Teacher

Sarah Meares as Acting Head Teacher is an ex-officio member of the Governing body.

Staff Representative:**Andrew Sime**

Whilst working at the school, Andy is studying towards attaining a degree in Childhood and Youth Studies which will help him in his goal to become a Primary School Teacher. He lives in Terling and has two daughters one of whom is still at the school. He has a good insight into life at Terling School as he has previously volunteered as a parent helper and he is proud that the village has such a friendly and inclusive school. He put himself forward to be a Governor to be part of a team that continues the good work achieved so far and to help maintain an environment which is both perfect for learning and safe and enjoyable for the children.

Parent Governors - Elected by the Parents:**Brett O'Donoghue**

Brett has lived in Terling for the past seven years and has two sons, one still at the school. He was elected to the governing body as a Parent Governor during 2016. Whilst never having had any experience in this field, he is very keen to learn and help the staff and pupils as much as possible in whatever area he can. He has worked in finance in the City of London and away from work takes a keen interest in many sports.

Kelly Hodkinson

Kelly has been a parent governor at Terling since 2018. She has two daughters, one of whom is currently in year 3 at Terling School and the other is due to start in reception in September 2019. Kelly is a Deputy Headteacher in a large East London Primary School and has 16 years of primary school teaching experience.

Foundation Governors – appointed by the Diocesan Education Committee:**Claire Franklin – Chair of Governors**

Appointed in April 2011 Claire has two children, one of which is currently in Year 6 at Terling. Prior to having children Claire worked as a Change Programme Manager in Retail Property Development. Claire now works at Lord Rayleigh's Farms office assisting with the management of the property estate.

Janice Ovenden

Has lived in Terling for 19 years and has two daughters, one a Doctor and one at University. She has been a teacher of geography for 30 years and has held a number of management positions in schools. She has also taught at primary level and has worked as an A level examiner. She currently works from home as a private tutor.

Richard Sargeant

Richard has lived in Terling for 15 years and his daughters attended the school before moving onto secondary school. He has worked in Information Technology for over 25 years and is the Technical Director of a small, local IT Consultancy firm. He is keen to help the school wherever he can to uphold the already high teaching standards and wonderful school ethos.

Annette Hurst

Annette was appointed as a Foundation Governor at the beginning of the Summer Term and has lived in Terling for 7 years. She is a regular attendant of All Saints Church and sits on the Parochial Church Council. Annette has had experience of primary school life whilst working as a Higher Level Teaching Assistant before pursuing a career in property, where she is now Sales and Marketing Director of a national housebuilder.

Foundation Governors – appointed by the Parochial Church Council:

Sarah Day

Sarah lives in Terling and has two children, both of whom have attended Terling. Sarah has previously worked as the HR Manager for a large insurance company in London as well as having roles in operational management and financial reporting. Sarah is a co-founder of the Ark Centre for autistic children.

Sarah McNamara

Has lived in Terling all her life, apart from a spell in Germany when she taught in British Forces' schools. She is a Churchwarden and is fully involved in the life of the village including helping at the after school Explorers Club. Until September 2016, Sarah chaired the Governing Body for many years.

Jeanne MacWillson

Jeanne has been associated with the village for almost 30 years and a resident since 2000. During her working career, she specialised in talent management and development for large global organisations and actively supports several village organisations.

Local Authority Governor – appointed by Essex County Council:

Ruth Santos-Brien

Ruth lives in Terling and has two children, one of them at the school. She works in a global consulting firm. As a volunteer at the school, she loves helping children learn about other languages and cultures as well as running the Lego Club.

Attendance at Meetings – September 2018 – July 2019

There are three Committees that meet as a minimum of once per term (or more as required), namely the Pupil & Curriculum Committee, the Personnel Committee and the Finance and Premises Committee. We also convene a Pay Committee in accordance with the school's Performance Management process. Each of these Committees then feeds into the main Full Governing Body meeting that also meets on a termly basis. Working Party meetings to deal with strategic projects are arranged as and when required. Since Ofsted we have established a voluntary 'Improvement Board' with Membership comprising Sarah Meares, Claire Franklin, Kelly Hodkinson, the Local Authority and the Diocese. Updates are sent to all Governors and Parents after each meeting.

Minutes of the standard Governor's meetings are available in the School Office.

Committee & Membership:	Attendance of meetings out of total possible number of meetings:
Full Governing Body (inc Extraordinary FGB mtgs)	
Pamela Smart (Head)	2/2
Sarah Meares (Acting Head)	4/4
Claire Franklin (Chair)	5/5
Sarah Day	4/5
Jeanne MacWillson	2/3
Sarah McNamara	5/5
Brett O'Donoghue	5/5
Janice Ovenden	4/5
Ruth Santos Brien	3/5
Kelly Hodkinson	5/5

Richard Sargeant	4/5
Andrew Sime	4/4
Annette Hurst	1/2
Pupil & Curriculum	
Pamela Smart	1/1
Sarah Meares	3/3
Janice Ovenden (Committee Chair)	3/3
Claire Franklin	3/3
Andy Sime	1/3
Kelly Hodkinson	2/3
Personnel	
Pamela Smart	1/1
Sarah Meares	4/4
Sarah McNamara (Committee Chair)	4/4
Claire Franklin	4/4
Richard Sargeant	3/4
Finance and Premises	
Brett O'Donoghue (Committee Chair)	3/3
Sarah Meares	2/3
Sarah Day	3/3
Jeanne MacWillson	2/2
Janice Ovenden	2/3
Sarah McNamara	3/3
Claire Franklin	3/3
Pay Committee	
Pamela Smart	1/1
Sarah Meares	2/2
Jeanne MacWillson	1/1
Claire Franklin	2/2
Janice Ovenden	2/2
Sarah Day	1/2

2018/2019 Academic Year

It is our duty to work with the Head Teacher and the Staff to provide the best possible educational opportunities for the pupils. It was agreed that Governor monitoring for the 2018/18 Academic Year would be aligned with the School's priorities as defined on the School Development Plan. After the Ofsted inspection a 'Raising Achievement Plan' (RAP) was developed in conjunction with the Local Authority which superceded the School Development Plan. As a result all Governing Monitoring visits were realigned against monitoring and delivering the RAP priorities as identified on Ofsted page 2.

A schedule of visits was implemented which saw each Governor visit school each term to monitor their areas of responsibility. The Governors complete 'Visit Feedback Reports' following each of their visits and clearly evidence and articulate the impact of their visits along with any outstanding questions and ideas for future visits. The areas of responsibility are as follows:

EYFS outside learning; Writing; Reading; Mathematics; Science; Health & Safety/Maintenance; SEND; Quality of teaching; Wider Curriculum; Financial Checks; Data; Child Protection; Safeguarding; Pupil and Sport Premium; Attendance; RE; Computing; Website; Behaviour; Supporting Pupils with Medical Conditions; Staff Wellbeing; Parent Survey; Performance Management and Target setting.

The key focus for the Governing Body is:

- Ensuring that all teaching is at least good and in most cases teachers are making rapid progress towards outstanding.
- Ensuring the delivery of a rich curriculum, containing meaningful, learning experiences with consistency in the approach to the teaching and learning of Reading, Writing and Mathematics
- To embed pastoral care systems across the school
- To ensure that high expectations of learning and behaviour are met through consistency in practice

The Governors have also undergone Safeguarding Training and ASP data training and participated in training courses/attended conferences specific to their individual needs in conjunction with the committees on which they serve.

2019/2020 Academic Year

During the next Academic Year we are planning to review our meetings structure to ensure that all Governors have a consistent level of knowledge across all subject areas.

In terms of our strategic priorities, we would like to embed our new team; deliver the Ofsted priorities and achieve at least 'good' on our next Ofsted inspection.

Contacting the Governing Body

We always welcome suggestions, feedback and ideas from parents – please make contact via the school office.

Thank you for your participation in the recent Parent Survey and for your ongoing support since Ofsted.

Thanks

The Governing Body would sincerely like to thank Mrs Smart, Mrs Meares and all the Staff for their hard work and support during the past academic year. During a challenging year the team have worked with tenacity and determination to maintain the school's ethos and promote the best learning environment for our children.

The Ofsted Inspector commented that the children were 'delightful and radiated the School's ethos. Behaviour is good, the children feel safe, well supported and happy, they love learning, and despite the turbulence have built strong relationships with staff.'