

## HILL MEAD PRIMARY SCHOOL

### Annual Statement of Governance 2016/2017

#### Role of the Governing Board

Throughout the year, governors have continued to be mindful of the three core functions of a governing board as set out by the Department for Education (DfE):

- Ensuring clarity of vision, ethos and strategic direction.
- Holding the head-teacher to account for the educational performance of the school and its pupils, and the performance management of staff.
- Overseeing the financial performance of the school and making sure its money is well spent.

#### Governance Arrangements

The Governing Board constitutes one local authority governor, five co-opted governors, two parent governors, one staff governor, the headteacher and one associate governor. At the end of the term, one staff governor and one parent governor vacancy opened.

#### Governors Attendance Record

- Governors have an excellent attendance at meetings and all meetings have been quorate. (Quorate – the minimum number of governors needed to ensure that legal decisions can be made)
- Detailed attendance record available on the school website:  
<http://www.hillmead.org/governors.html>

#### Governor Expertise

- Governors bring a range of expertise to the board, including HR, civil servant, facilities management/contracts, banking, careers development, financial services, and ministry of justice.
- Professional training attended through governor's own careers greatly contribute to their contribution to the board.

#### Governor Impact

- Contribute to the annual evaluation of the School Development Plan, contribute to the School Self Evaluation Form (SEF) and re-set the School's three year Key Performance Indicators. (Strategic Intent).
- Working closely with the Headteacher and leadership team to monitor the School Development Plan (SDP).
- Holding the Headteacher to account for the educational performance of the school and its pupils, and the performance management of staff.
- Effective challenge of the head-teacher as evidenced in FGB and committee minutes.
- Annual monitoring of pupil assessment data. (Headteacher's written reports).

- Monitoring and challenge of effectiveness and quality of teaching through regular head-teacher's reports.
- School visits focusing on the SDP objectives to inform understanding, feedback and targeted questioning at sub-committee and FGB meetings.
- Visits to the school in relation to specific individual governor responsibility i.e.; safeguarding and SEN.

### **Fulfilment of Responsibilities in 2016/17**

In addition to the above, the Governing Board considers that the major impact of their contribution to the three core responsibilities is as follows:

- Review and reaffirm the school's vision and purpose.
- Taking a whole school approach to support the vision and purpose.
- Enhancing links with other schools and professional institutions.
- Participation of governors in training courses to further develop our skills.
- Representation at school events.
- Overseeing the financial performance of the school and making sure its money is well spent.
- Regular monitoring of the school budget through the Resources committee.
- Checking expenditure against benchmarking data.
- Setting an appropriate budget for the forthcoming financial year.
- Monitoring impact of Pupil Premium and PE and Sports grant expenditure.
- The Governing Board plays an active role in positively supporting, influencing and encouraging the school to share its' practice whilst 'safeguarding' the school's capacity to continually improve. For this year examples include:

The first mainstream school Resource Base for children with Social, Emotional and Mental Health Needs in Lambeth. Hill Mead has representatives on the Lambeth Working Group to develop effective outreach across the borough, led by Cathy Twist (Lambeth Director of Education)

Hill Mead are on the National Theatre's Steering Group for their 'Let's Play Programme', the Deputy Headteacher playing a strategic role as a referee for the National Theatre's successful funding from the Paul Hamlyn Foundation to take the programme across England. The Deputy Headteacher is a key note speaker at the official launch of the programme.

The Unicorn Theatre has recently introduced 'Unicorn School Club Programme' based on Hill Mead's partnership model. The Deputy Headteacher is a key note speaker together with the Unicorn Theatre at a UK-Policy Forum conference chaired by Mary Brabin MP on 'The Future of Cultural Education'

### **Structure of the Governing Board**

In order to fulfill its responsibilities the Governing Board of Hill Mead Primary School operates the following structure:

### *Full Governing Board (FGB)*

All governors meet twice each term to deal mainly with issues concerning the strategic direction of the school.

Meetings during the year reaffirm our ethos and vision for the school and review the School Improvement Plan. The Headteacher's written report provided at three meetings and verbal report provided at three meetings ensures regular opportunity to hold him to account for the performance of the school, its pupils and the performance management of staff. Other work is also managed through the FGB.

The school works with a School Improvement Advisor (SIA) who visits the school throughout the year and provides written reports to the FGB and a verbal report at the second FGB meeting in the autumn term.

Other work is managed through three committees which report to the FGB during the FGB meetings.

### *Spelling and Handwriting Committee*

A minimum of two governors meet at least twice a term mainly to monitor the curricular offer and the progress of pupils, with particular regard to vulnerable groups of students such as those with special educational needs, children in care and disadvantaged children.

### *Reading Committee*

A minimum of two governors meet at least twice a term mainly to monitor the curricular offer and the progress of pupils, with particular regard to vulnerable groups of students such as those with special educational needs, children in care and disadvantaged children.

### *Resources Committee*

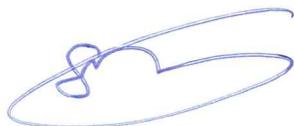
A minimum of two governors meet at least once a term to consider matters of finance, personnel and site management.

### *Pay Committee*

A minimum of three governors meet at least once per annum to consider the Headteacher's performance and pay supported by the SIA, to consider staff performance and pay.

The curriculum committees are due to change for the next year to reflect the progress made in the above areas

**Minutes of FGB meetings are available from the school.**



S. MCCARTHY  
CHAIR

7/2/18