

**Annual Governance Statement for the Governing Board of
Ashleigh Primary School and Nursery
2019-20**

“We are all stars: Ashleigh makes us shine”

In accordance with the Government’s requirement for all governing bodies, the 3 core strategic functions of Ashleigh Primary School and Nursery Governing Board are:

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.**

Aims and Values.	<p>To ensure a safe, happy and positive place for children, staff and parents.</p> <p>To provide challenge and support to allow everyone to achieve their potential.</p> <p>To put the children at the centre of every decision we make.</p> <p>To create learning that allows children to make mistakes, explore, discuss and understand in an environment that excites the imagination.</p> <p>To encourage respect, kindness, tolerance and understanding.</p> <p>To celebrate our cultures and the cultures of others.</p> <p>To develop a love of learning that creates lifelong learners</p>
Governance arrangements	<p>The Governing Board of Ashleigh Primary School and Nursery was reconstituted in 2014 and is now made up of three staff (one Staff Governor, the Head Teacher, and the SENDo/Deputy Head is a Co-opted Governor), two elected Parent Governors, six Co-opted governors and one LA Co-Opted Governor.</p> <p>Co-opted governors are appointed by the Governing Board and are people who, in the opinion of the governing board, have the skills required to contribute to the effective governance and success of the school.</p>

	<p>A Local Authority Co-Opted Governor is specifically approved to the post by the LA and appointed by the Governing Board.</p> <p>The Staff Governor is nominated and voted into the post by school staff.</p> <p>The Parent Governors and nominated and elected by the parent/carer community.</p> <p>On our Governing Board two of the Co-opted governors are parents, one is a grandparent, and three are members of the local community.</p> <p>Governors are required to adhere to a Code of Conduct and, to ensure transparency, declare any business interests. A list of governors and their business interests are shown on page 8.</p> <p>The full Governing Board meets once each half-term and conducts all business of the governing board. We do not have committees but instead use working groups if an issue needs to be reviewed in detail. Working groups report to the Governing Board and only have authority to make decisions if agreed in advance by the Governing Board (this excludes any statutory decisions which can only be decided by the full Governing Board). We have committees that meet if required to consider pupil discipline and staffing matters. The Terms of Reference for the Governing Board and these committees are available on the school's website.</p> <p>Individual governors take responsibility for monitoring and evaluating the performance of the school to ensure that we meet statutory requirements (such as Safeguarding and provision for pupils with Special Educational Needs) and that we deliver against the areas we ourselves identify in our school improvement and development plan. Governors are required to complete monitoring reports which are circulated to the Governing Board for consideration and action as required. See page 7 for a list of monitoring roles.</p>
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<p>Attendance record of governors</p>	<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 p8 for details of individual governors’ attendance at meetings.</p>
<p>The work that we have done in the governing board</p>	<p>The Governing Board has had another busy year focusing on the final year of the first Year 6 cohort, continuing whole school improvement, acting on the feedback of our Outstanding Ofsted inspection (June 2018) and investigating the possibility of Federating with another local Primary school.</p> <p>In terms of school improvement the Governing Board has used its aims and values for the school (developed following consultation with parents and pupils), along with a review of pupil attainment and achievement data, to identify priority areas for our school improvement and development plan. These priorities ensure that we continue to provide excellent learning</p>

opportunities for our children to enable each of them to “shine”. These priorities have included:

Priority 1: To develop outstanding Year 6 practice.

Governors have closely monitored the school’s Y6 pupil progress and outcomes tracking, and interventions. They have challenged the school to help ensure a balanced curriculum and experiences, to support wellbeing and personal growth and skills. Governors have used data and staff feedback to check the impact and value for money resulting from interventions and the purchase of PIXL. Governors also supported the school in working with the cluster to co-ordinate a transition timetable.

2018-19 end of KS2 outcomes were well above national, see table below:

Subject	Percentage of pupils achieving the expected standard: School	Percentage of pupils achieving the expected standard: Nationally (2019)	Average scaled score: Ashleigh Primary School and Nursery	Average scaled score: Nationally (2019)
English reading	83.6%	73%	106	104
English grammar, punctuation and spelling	80.3%	78%	107	106
Mathematics	90.2%	79%	108	105
English writing (teacher assessment)	90.2%	78%	N/A	N/A
Science (teacher assessment)	90.2%	82% (2018)	N/A	N/A

Priority 2: To implement a whole school, consistent, high quality Maths Mastery program.

Governors have closely monitored the school’s pupil progress and outcomes tracking, and interventions in mathematics. The annual Deep Dive day also provided further monitoring opportunities and for Governors to meet with the Maths lead. Monitoring visits have focused on pupil engagement and outcomes, consistency of teaching across the school, and teacher verbal feedback to Governors regarding the new program. All these have feed into a the Governors review that the Maths Mastery Programme has offered value for money.

Priority 3: To create a self-improvement school culture.

Monitoring visits and Deep Dive day provided opportunities for Governors to speak to a variety of staff and discuss the CPD opportunities provided, the impact on students and staff, and to evaluate value for money. Governors also reviewed pupil voice and whole school staff training evaluations in regards to High Quality First Teaching, and the OTI programme.

Priority 4: To ensure Teacher’s time is used effectively and effectively by removing unnecessary demands and improving teachers’ approaches.

Governors used regular meetings with a variety of staff, learning walks and deep dive day to inform their review of changes to the [marking] feedback policy. They

	<p>have also invited the lead teacher to a Governor Meeting to support and challenge progress and outcomes of the 'Ashleigh Marking Makeover' project. This is being used to inform the school's new marking policy, which was reviewed and approved by the FGB in September 2019. The Governors have also taken a particular focus on reducing teacher workload and facilitating a work life balance for staff, and have therefore (in due consideration of the potential impact on pupils and other staff) agreed to a number of flexible work requests, and have continued to review the results of teacher workload audits, and the triangulation of observations/learning walks, work scrutiny and data.</p>
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Other duties of the Governing Board

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The Governing Board looks at the maintenance and development of the school premise and makes decisions about how the school should use the budget. This year Governors have supported on a number of occasions where our Primary School extension building works have remained unfinished or unsatisfactorily resolved.

Our Health and Safety Governor carries out termly checks of the premises with the school's site manager. An external perspective was commissioned in July 2019 to review Health and Safety, and the report 'congratulated the management and administration of safety and the key elements of health and safety management systems are in place and operating effectively'.

Governors also closely monitor safeguarding and we have a Nominated Governor for Safeguarding who attends regular in school meetings, and gives a termly report to the governors about any safeguarding matters. As well as regular self-review of Safeguarding policy and practices, an external review of safeguarding also found provision to be Outstanding.

One of the roles for the governors is reviewing and agreeing school policies, and this year we have carefully reviewed a comprehensive range of policies, and ensured the school is meeting requirements.

The Governing Board annually fully reviews its effectiveness and skill set to identify areas where governance is strong and where improvement may be required. Governors have full access to training courses offered by Educator Solutions and the governing board sets aside time at every FGB meeting to share and review learning to ensure that we are providing the best leadership and governance that we can.

The Governing Board agrees a timetable of monitoring and evaluation, linked to the improvement priorities in the school development and improvement plan. All governors annually visit the school as part of "deep dive day" to review progress in delivering the School Improvement Plan, and visit the school on a termly monitoring visit linked to their individual or committee responsibility.

In addition, the Governing Board uses external reviews to provide independent assessment of provision within the school. The findings of assessment visits have all commented on Outstanding provision, and any suggestions for improvement have been followed up and actioned as appropriate.

Minutes of Governing Board and Committee meetings are public documents – you can view them on the school website <http://www.ashleighprimary.com/key-information/governors/> or ask at the school office if you would like to see any of the minutes of our meetings. Governors also provide a short summary after every FGB meeting in the Friday school newsletter to parent and carers.

<p>Future plans for the governors</p>	<p>The Governing Board have previously investigated the options of Academisation, and specific options available to us (including inviting two local Academy Organisations to visit for Q&A). We also participated in the process of Due Diligence for a proposed Federation with another Local Primary School, but it was decided that due to financial pressures and the Local Authority involvement in that school, that it was not in the best interests of Ashleigh Primary or our community, at that time. Governors will continue to monitor and review all options for the future.</p> <p>Governors are currently agreeing new priorities in our school improvement and development plan for 2019/20 and funding is being aligned to this. The Governing Body saw the retirement of two long standing members at the end of 2018-19, and have recruited three new co-opted members for this year. We will focus on supporting them and facilitating their training.</p>
<p>How you can contact the governing board</p>	<p>We always welcome suggestions, feedback and ideas from parents – please contact the Chair of Governors, via the school office. You can see the full list of governors; their attendance at meetings; minutes of governing board meetings and more information about what we do, on the Governors' page of the school website.</p>

Ashleigh Primary School and Nursery Governing Board

	Term Start	Term End
Local Authority Governors		
Mrs Yvette Astley	17 Sep 2019	16 Sep 2023
Co-opted governors		
Mrs Lisa Bramford	26 Jan 2016	25 Jan 2020
Carolyn Ellis-Gage	16 Jul 2018	17 Jul 2022
MR Sam Greenhalgh	18 Jan 2019	17 Jan 2023
Danni Lacey	11 Nov 2019	10 Nov 2023
Mrs Rosemary Phillips	18 Sep 2019	17 Sep 2023
Mrs Jennie Reavey	18 Sep 2019	17 Sep 2023
Gavin Tash	05 Mar 2018	06 Mar 2022
Vacancy (1)		
Headteachers		
Sam Nixon		
Parent governors		
Mrs Melissa Marfleet- Collins	06 Feb 2017	05 Feb 2021
Joanna Satterley	20 Oct 2017	20 Oct 2021
Staff governors		
Miss Hayley Dowling	25 Jul 2018	24 Jul 2022
Members		
Vacancy (1)		

Sam Nixon	Head Teacher		Melissa Marfleet-Collins	Chair of Governors. Parent Governor		
Danni Lacey	Deputy Head & SENDCO Co-Opted Governor		Carolyn Elis-Gage	Vice Chair of Governors. Vulnerable Groups Responsibility. Co-opted Governor.		
Jo Satterley	Chair of Premise & Safety. Safeguarding Responsibility. Parent Governor.		Gavin Tash	Chair of Finance & Personnel Finance Responsibility Co-opted Governor.		
Lisa Bramford	Curriculum & Website Responsibility Co-Opted Governor		Sam Greenhalgh	Policies, Health & Safety Responsibility. Co-Opted Governor.		
Hayley Dowling	Staff Governor		Clr Yvette Astley	Community Governor		
Rosemary Phillips	Supporting Finance and Health & Safety Responsibility. Co-Opted Governor		Jennie Harrison	Sports Premium and Wellbeing Responsibility. Co-Opted Governor.		

Register of Business Interests for School Governors

The register should set out the relevant business interests of governors and details of any other educational establishments they govern. The register should also set out any relationships between governors and members of the school staff including spouses, partners and relatives.

Governor	Date Register of Interest Last Updated and Signed	Business Interest Declared	Personal Interest Declared
Lisa Bramford	15.10.18	None	None
Kate Wood	15.10.18	None	None
Tara Riddle	15.10.18	None	None
Jo Satterley	15.10.18	None	None
Sam Nixon	15.10.18	None	None
Melissa Marfleet-Collins (Chair)	15.10.18	None	I consult "Troops to Teachers" and Suffolk and Norfolk Initial Teacher Training. Brother – Scott Cannon teacher at Earlham Junior.
Danni Lacey	15.10.18	None	None
Hayley McRobbie	15.10.18	None	None
Gavin Tash	15.10.18	None	Wife is secretary to Ashleigh Friends and is a Scholastic Book Champion occasionally working with schools
Carolyn Ellis-Gage (Vice Chair)	15.10.18	None	None
Sam Greenhalgh			

Ashleigh Primary School and Nursery Governors' Attendance Record for 2018- 2019

Y = Attended, N = Apologies Accepted, NA = Apologies not Accepted, NS = No Apologies sent

Governor	Governor Type														
		15.10.18	03.12.18	07.03.19	18.06.19	26.11.18	25.02.19	29.04.19	12.09.18	17.01.19	29.06.19	24.09.18	21.01.19	13.05.19	
		Full governing body	Full governing body	Full governing body	Full governing body	Finance & Personnel	Finance & Personnel	Finance & Personnel	School Improvement	School Improvement	School improvement	Premises & Safety	Premises & Safety	Premises & Safety	
Johanne Bolver	Clerk	Y	Y	Y	Y	Y	Y	Y	-	-	-	-	-	-	
Lisa Bramford	Co-Opted	Y	Y	Y	N	-	-	-	-	-	-	N	Y	Y	
Danni Lacey	Co-Opted	Y	Y	N	N	Y	Y	N	-	-	-	-	-	-	
Melissa Marfleet-Collins	Parent	Y	Y	Y	Y	-	-	-	Y	Y	Y	-	-	-	
Sam Nixon	Headteacher	Y	Y	N	Y	N	Y	Y	Y	Y	Y	Y	Y	Y	
Tara Riddle	Authority	Y	Y	Y	Y	-	-	-	-	-	-	Y	Y	Y	
Joanna Satterley	Parent	Y	Y	Y	Y	-	-	-	-	Y	-	N	Y	Y	
Gavin Tash	Co-Opted	Y	Y	N	Y	Y	Y	Y	Y	Y	Y	Y	-	-	
Kate Wood	Co-Opted	Y	Y	Y	Y	Y	Y	Y	Y	N	Y	-	-	-	
Carolyn Ellis-Gage	Co-opted	Y	Y	Y	Y	-	-	-	-	-	-	-	-	-	
Hayley McRobbie	Staff	N	Y	Y	Y	-	-	-	-	-	-	Y	Y	Y	
Becky Mizon	Co-opted	-	N	N	-	-	Y	N	-	-	-	-	-	-	
Sam Greenhalgh	Co-opted	-	-	Y	Y	-	-	-	-	-	-	-	-	Y	
Matthew Poole	Co-opted	-	-	-	-	-	-	-	-	-	N	-	-	-	