



MARLBOROUGH ST MARY'S CE PRIMARY SCHOOL

Governor's Annual Statement to Parents 2016-17

INTRODUCTION

The Department for Education recommends that school Governing Bodies make annual statements to parents. This statement will explain how we fulfilled our responsibilities including the remit of any committees; the attendance record of individual Governors at Board and Committee meetings and an assessment of the effectiveness and impact of the Board and Committee and details of any particular challenges that arose.

The Governors would like to begin this report by thanking the staff of the school (teaching and non-teaching) for all their hard work on behalf of the pupils of Marlborough St Mary's Primary School. The Governors would also like to thank those parents and members of the local community who have supported the development of the new school in cash or kind. This support has helped deliver the wonderful new school that we now occupy.

GOVERNANCE

The role of Governor is strategic in nature whilst being a "critical friend" to the Head Teacher and the school leadership team who are responsible for the day-to-day operational running of the school. Governors are volunteers who give up their free time to benefit the pupils.

Governing Board

Our Governing Body is made up of 17 Governors, appointed as follows:

- nine Governors co-opted by the governing body who can bring a range of skills, knowledge and experience to the Governing Board;
- two Parent Governors, appointed by a ballot of parents;
- three Foundation Governors, appointed by Salisbury Diocese, in consultation with St Mary's Church; one of these foundation governors is the Rector of St Mary's Church ex-officio
- one Local Authority Governor, appointed by the Local Authority;
- one Staff Governor, appointed by a ballot of the school staff; and
- the Head Teacher is an ex-officio Governor.

An experienced professional Clerk supports the Governing Board ensuring that relevant topics are covered. A list of the current Governors and their responsibilities can be found in Appendix A; the current Governors' attendance and business and other interests can be found in Appendix B to this statement. This information can also be found on the school website. During the last academic year we welcomed Katie Riches and Kristian Smith as Parent Governors. The Governing Board had no vacancies during the period of this statement.

Committees

Most Governors are members of one of the two main committees, which undertake much of the detailed work, in line with their terms of reference:

Finance & Resources Committee (FRC)

- Eight governors, including the Head Teacher, sat on the FRC during the year.
- The main function of the committee is to monitor and advise on the 'business' aspects of the school – finance, staffing, property, health and safety etc.
- 2016-17 produced challenges to the budget due principally to the amalgamation of the existing infant and junior schools. However the school remains financially sound at the end of the year.
- All of the school contracts, from waste disposal to grass cutting, photocopiers to catering had to be revised or re-negotiated.
- Due to a change in the leadership structure and the timings of the school day, most staffing contracts were also revised
- All of the school policies which fall under the remit of the FRC were revised and re-adopted.
- There were no significant health and safety issues despite the demands that arose from running a school on two sites.
- Although the school is currently financially sound, it is unclear what the effects of revised funding proposals from government will be looking further ahead.

Teaching & Learning Committee (TLC)

- Nine governors, including the Head Teacher and Deputy Head, sat on the TLC during the year.
- The main function of the committee is to monitor and advise on all areas associated with pupils and curriculum.
- The performance and progress of all pupils is reviewed three times a year, in addition to the external end of year results from EYFS, year 1 phonics screening and SATS.
- Due to the amalgamation of the infant and junior schools, all of the school policies which fall under the remit of the TLC needed to be revised and re-adopted. A lot of work has gone into updating the subject policies (e.g. English, Maths) to cover the whole age range of the new school.
- Safeguarding practice, bullying and behaviour are all reviewed regularly by the TLC. Behaviour in the school is excellent, and the rare instances of bullying are dealt with quickly and effectively.
- Excellent progress was made against the comprehensive School Development Plan, which the TLC regularly reviewed in depth.

During the 2016-17 period two Governors were dedicated to the temporary working party for the new build school in place of traditional Committee work.

Governor focus

Governors work co-operatively with the head teacher and senior management in the writing and monitoring the School Development Plan (SDP) which sets aims for the forthcoming year. The SDP for 2015/16 was based on priorities identified from data, school self-evaluation and Ofsted priorities. The SDP is set out with clear aims, the key tasks which will be completed to achieve these aims and the success criteria to measure outcomes. The SDP is monitored and reviewed termly, with an evaluation overview being completed and presented to Governors alongside the Head Teacher report. A copy of the SDP is available on the school website.

There were however three key areas of focus for the Governors in 2016-17:

The successful amalgamation of St Mary's infant and St Peter's junior schools

The schools were amalgamated on 1 September 2016 bringing staff and pupils into a single school organisation run by a single head teacher and newly recruited deputy head and located on two separate sites. A number of teaching staff moved between locations as part of the change management process to encourage successful integration. Regular unified staff meetings and training days further promoted this integration. Other Governor led activity included the creation of a unified set of policies for the new school.

Ensuring the new build school would open in time for the new academic year

At least one Governor attended every meeting with the Education Funding Agency and the main contractor (Kier Construction). This ensured that the school was delivered to the required specification and in a timely fashion. Major effort went into the "decant" planning to ensure that existing or newly bought furniture and equipment would be in place in the new school. The school was successfully handed over on 14th August 2016 and the school was ready to receive pupils on the first day of term, Wednesday 6th September 2016, as scheduled.

Delivering a high standard of education to the pupils during this transition year

The Governors regularly review the progress of pupils at the school by scrutinising the data, ensuring that plans are in place to secure high levels of teaching for all children across the school.

Looking forward to the academic year 2017-18, whilst continuing to pursue a high standard of education the Governors will also continue to facilitate the successful amalgamation of staff from the two schools; prepare for the inevitable OFSTED inspection and also ensure that the new school build is successfully closed out to a high standard.

How are we doing?

The Governing Body meets at least six times a year and each Committee meets five or six times as well. Attendance at these meetings has been very good over the last year and is detailed in Appendix A. Attendance at meetings is only part of the role, and most Governors are regularly in the school during the day, to meet with staff and monitor different aspects of school life. Regular training is also undertaken to ensure that Governors have the correct skills to fulfil their role, having participated in courses, including Modern Governor, Finance, Health & Safety, Understanding RAISEonline, promoting British Values and Safeguarding.

We continue to review our effectiveness and will be conducting another Governing Body evaluation in the new year.

CONCLUSION

The Governors hope this brief statement has been useful. Any comments would be gratefully received. As ever, please pass any messages to the Governors via the school office.

APPENDIX A

Name	Governor Type	Appointed/ Elected By	Term of Office start date	Term of Office end date	Committee	Responsibilities
Amanda Carver	Co-opted	FGB	01/09/2016	31/8/2020	Finance & Resources	Vice Chair of Governors
Andrew Trowbridge	Foundation	Church	01/09/2016	31/8/2020	Finance & Resources	Chair of Finance & Resources
Angus Taylor	Co-opted	FGB	01/09/2016	31/8/2020		Vice Chair of Governors
Anne Schwodler	Staff (Head)	Ex-officio	01/09/2016	31/8/2020	Finance & Resources Teaching & Learning	
Ben Ferris	Co-opted	FGB	01/09/2016	31/8/2020	Teaching & Learning	
Dawn Steele	Co-opted	FGB	01/09/2016	31/8/2020	Teaching & Learning	Chair of Teaching & Learning
Janet Buck	Co-opted	FGB	01/09/2016	31/8/2020	Teaching & Learning	
Janneke Blokland	Foundation	Ex-officio	01/09/2016	31/8/2017	Finance & Resources	
Joyce White	Co-opted	FGB	01/09/2016	31/8/2020	Finance & Resources	
Katie Riches	Parent	Parents	11/10/2016	10/10/2020	Teaching & Learning	
Kristian Smith	Parent	Parents	11/10/2016	10/10/2020	Finance & Resources	
Margaret Hoyland	Foundation	Church	01/09/2016	31/8/2020	Teaching & Learning	
Mark Thomas	LA	FGB/LA	01/09/2016	31/8/2020	Finance & Resources	Chair of Governors
Mary Mundy	Co-opted	FGB	01/09/2016	31/8/2020	Teaching & Learning	
Simon Taylor	Co-opted	FGB	01/09/2016	31/8/2020		Vice Chair of Governors
Toni Holford-Wright	Staff	Staff	05/10/2016	04/10/2050	Finance & Resources Teaching & Learning	
Zoe O'Reilly	Co-opted	FGB	01/09/2016	31/8/2017	Teaching & Learning	

APPENDIX B

Name	Business or Other Interests	Attendance at FGB 2016-17	Attendance at Committees 2016-17
Amanda Carver		6/7	FRC: 5/6
Andrew Trowbridge	House overlooks the site of the new school, potentially giving rise to a conflict of interest from planning issue, noise etc.	6/7	FRC: 6/6
Angus Taylor		6/7	
Anne Schwodler		7/7	FRC: 6/6; TLC: 6/6
Ben Ferris		6/7	TLC: 3/6
Dawn Steele		7/7	TLC: 6/6
Janet Buck		7/7	TLC: 6/6
Janneke Blokland		6/7	FRC: 4/6
Joyce White	Governor at Preshute School, Marlborough	6/7	FRC: 4/6
Katie Riches		4/6	TLC: 4/5
Kristian Smith		6/6	FRC: 3/5
Margaret Hoyland		5/7	TLC: 4/6
Mark Thomas	His wife, Joanne is a TA at the school, his son's girlfriend, Jessica Knapp, was an NQT at the school. He also is treasurer at Marlborough RFC	6/7	FRC: 6/6
Mary Mundy	Teacher at Preshute School, Marlborough	4/7	TLC: 2/6
Simon Taylor		4/7	
Toni Holford-Wright		6/6	TLC: 5/6; FRC: 1/1
Zoe O'Reilly	Husband Edward has given some support to the school with reception and outdoor education – on- going (He has not charged for any support)	5/7	TLC: 3/6