

## **Governor Statement 2017 -2018**

The Governing Body is pleased to report that it has been a very rewarding year for Holy Trinity CE(A) Primary School. The overall purpose of the Governing Body is to help the school provide the best possible education for its pupils by helping to drive school improvement, and this year there has been much evidence of school improvement.

### **The main functions of a Governing Body 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, and the performance management of staff.
3. Overseeing the financial performance of the school and making sure its money is well spent.

In addition to this, as Holy Trinity is a Church Aided School, we must ensure that the Christian ethos and values are upheld at all times.

### **The structure of our Governing Body**

We have 14 governors and the make up of the Governing Body is:

- 8 Foundation Governors (appointed by the Church), including 3 parents and the Vicar of Holy Trinity Church.
- 2 Staff Governors (including the Head Teacher)
- 2 elected parent Governors
- 1 Local Authority Governor
- 1 Co-opted Governor (staff)

We also have 1 Associate Governor

The Governing Body works as a corporate body. The workload is shared using the skills and expertise of all, so all members have different allocated responsibilities. We are very fortunate to have a Governing Body with a wide range of skills and experience, and the governors support our school community. The positive and friendly team ethos is vital in carrying out this work.

### **Meetings**

Following a review of the Governing Body committee structure, it was agreed to reduce the number of committees to two, combining Finance and Premises under "Resources" and renaming Staffing, Curriculum and Spirituality as "Teaching, Learning and Ethos" with effect from September 2018. The frequency of meetings has also been reduced. The full governing body will meet six times a year, and the two committees which have responsibilities delegated from the full governing body, will meet three times a year. New Terms of Reference for these committees have been approved.

In addition there are small committees which meet less regularly and individual governors also have specific responsibilities for which they report to the Governing Body. A Data Protection Officer has been appointed in line with the new General Data Protection Regulations (GDPR).

### **The most important documents reviewed annually by our governors:**

- The Self Evaluation Form (SEF) is the school's own grading against the current OFSTED criteria. The governors review the different sections of the SEF during the year and ensure that there is evidence to support the judgements. Areas of strength and weakness can then be determined and targets for improvement can be decided.
- The School Development Plan (SDP) is a key document for school improvement which identifies the main development priorities and tasks to be carried out over the coming year. The SDP is written by the Headteacher, with contributions from the teaching staff and governors and is reviewed and updated throughout the year. Governors conduct regular monitoring visits on specific areas of the SDP and report back to the full governing body with their findings and any recommendations. Governors were pleased to find very good progress this year.
- The school's performance data is the key indicator of pupil attainment and progress throughout the school. One governor has responsibility for analysing the data, working closely with the Head Teacher and other members of staff. The data is presented and analysed at committee meetings and also monitored during governor visits. Data is analysed for year groups, key stages, subjects, abilities, special needs, disadvantaged and other groupings of pupils, to ensure the school is doing everything possible to help all children achieve their potential.
- The Schools Financial Value Standard document is a tool which helps the governing body to manage the school's budget effectively and wisely. The Finance Committee works with the school's Bursar and oversees the financial performance of the school. They monitor spending, ensuring that the money is well spent according to the school development priorities.
- As a Church of England Voluntary Aided school, we also evaluate our performance against the Church Evaluation Schedule.

The school works in partnership with West Sussex Schools Advisers to monitor and validate school judgements, data, SEF and SDP, and with the Diocesan Advisers for the Church Evaluation Schedule. Training for governors is provided by both WSCC and Chichester Diocese, and governors attend the training sessions that are relevant for them, as well as one annual in-school session for the whole governing body.

### **Vision and Values**

Governors and staff have worked together to review the school vision, values and strategic objectives which have been developed throughout the year. These now underpin the work of the school leadership and the governing body.

### **Ofsted**

Holy Trinity CE Primary School had a short inspection on 1 May 2018 which judged that **the school to continues to be good**. The inspector met with six members of the governing body during the inspection and the report states:

*Governors have a good understanding of the school and understand its strengths and areas for improvement. They hold leaders to account for all aspects of the school's work. They also provide useful support for senior leaders.....*

The governors were pleased to be able to thank Mrs Ann MacGregor and the staff for their hard work in achieving this Good Ofsted grading. The report recorded the good progress that had been made in teaching and learning throughout the school.

### **Solar Panels**

Solar panels have been installed on the roof of the new extension to the school by RePower Balcombe, a local community focussed registered co-operative which has the aim of facilitating renewable energy projects throughout their locality and, particularly with school projects, to offer an educational benefit.

### **Catering Contract**

The current contract for school meals provision ends in July 2018 and as part of WSCC procurement requirements, Holy Trinity School went to tender for the contract. After a panel of governors had reviewed the tenders, two companies were invited to present to governors and the Senior Leadership Team. The final decision to award the contract to Harrison Catering was ratified by the full governing body.

### **The Future**

The Governing Body looks forward to the school continuing to develop the considerable improvements that have been made to the Teaching and Learning within the school. The resulting outcomes for children are shown in the excellent SATs results this year at both KS 1 and 2, and the wonderful Phonics results in Year 1. The changes that have been introduced over the past two years have certainly moved the school forward and opened up new opportunities. Our wonderful children, inspirational Head Teacher and dedicated teaching staff are our greatest assets and it is a pleasure to work with them. The priority of the Governors at all times is to provide the best possible education for our children in a happy school, underpinned by our Christian ethos and values.

Janice Peek

(Chair of Governors)

July 2018