



Annual Governing Body Report

Bussage C of E Primary School

Mr. Edward Miller - Chair of Governors

2017-18

There has been much activity by the governing body this academic year, and much hard work done by staff and governors which has contributed to another successful year at Bussage Primary School. This report provides an overview of the work of the governing body, providing challenge and support to the school, and their contribution to the strategic decision making within the school. Many aspects of the governor's work involves monitoring progress towards meeting objectives set in the School Development Plan, and this is covered in the report. Thanks go to the governors who have contributed to this report.

A full premises health and safety inspection was undertaken at the start of the year, alongside the GCC Primary school safety, health and welfare audit, from which a full report was produced and reviewed to ensure that all issues are dealt with in a timely fashion.

An accessibility audit was conducted mid-December 2017, from which the accessibility plan has been put in place, this is used alongside the health and safety inspection report as a working document for the school to continually update as and when issues are dealt with, and also to prioritise required spending. The Accessibility Audit and Plan are both available on the school website.

A significant development during this year has been the agreement for the new reception area with work due to commence over the summer holiday to provide a new secure access point for the school which will enhance both safeguarding and data protection within the school. The cost of this development was a challenge to the governing body, as 10% of the total cost is required to be found from governor funds, which were insufficient to cover the project. The diocese agreed to allow staged payments towards the full cost, which will be met through money brought in from hiring out school premises. The PTA have also agreed to support this funding, for which the governors are very grateful and thank them for their continued support.

With the increase in lettings predominantly for the main school hall, some of this income is to be re-invested into refurbishing the main school hall floor, which will also be completed over the summer holiday.

We are pleased that the external school lighting has been replaced on the driveway.

As per last year, the continuing challenge for the Finance Committee has been the level of funding made available and using that to achieve a workable budget. There was a positive outturn at the end of the 2017/18 financial year and this was certainly helped by the success of the after school and breakfast clubs. This has helped support the 2018/19 budget although the level of funding has meant that we could not maintain the additional teacher support in Year 6. Whilst this is regrettable, the budget set for the next 12 months allows the school to continue to maximise staffing levels. In setting the budget, the previous positive outturn has been fully used and again leaves little margin for any unforeseen expenses.

The school has a workable budget to cover the next 12 months, cost control remains an important focus. There are appropriate measures in place to ensure all additional funding (Pupil Premium & Sports Funding) is properly utilised and monitored. There are minimal contingency funds remaining, so if something does arise then the governors will need to look at other options such as support from the PTA or Governor funds.

The Curriculum and Ethos Committee oversaw the completion of the school's updated Ethos, Vision and Values, which was published on the web-site early this calendar year. Web-site and relevant menus/links were updated, and the committee chair developed various document templates with the new logo and straplines. The Full Governing Body agreed on an updated Instrument of Government which incorporates the new Ethos Vision and Values. This was done in liaison with the Diocesan Governor Services and the Local Authority, and has now been stamped and approved.

Regular curriculum progression is kept up to date by Deputy Head, Mrs. White who regularly updates the committee on progress with this. The committee also receives updates on the School Parliament and Bussage Learning Powers. The committee have done a bit of work to help support the RE Syllabus process by researching the new Syllabus and documenting some of the links in to "Understanding Christianity". In addition, Rev Mike Clark researched and sent some information and ideas to Mrs White about teaching other faiths. Mrs White has updated the committee on progress with the schools Erasmus links and the visits, which have been undertaken this year.

The Governing Body currently has three Foundation Governor vacancies, one of which is that of the Ex-officio post. Concern has since been raised about the risk of disconnection with the local Church that this poses and the lack of expert religious and ethical input which will result. The ex-officio vacancy and the two other Foundation Governor vacancies are something which the governing body are trying to resolve through the Diocese and the local PCC.

The main concern of the Communications Committee during this academic year has been the impact of GDPR. Every school is required to have a Data Protection officer and it quickly became apparent this was not a role that could be carried out by a member of staff, nor any of the current governing body. The school has appointed a Safe Guarding and Data Protection specialist, who is also a barrister and governor at another school. With the help of our Data Protection Officer, and lots of work from Mrs. Austin, we were compliant before the GDPR 25th of May deadline but appreciate that this is an area that requires on-going monitoring.

The committee also oversee the school website, which is updated on a regular basis. Some small changes have been implemented (e.g. a pop-up Cookie Policy) and the new logo. Staff have also updated their class blogs on a regular basis. A parents' survey and year 6 leavers survey are due. The Committee has also updated the school flyer and folder. The flyer has been updated with Breakfast Club and After School details. The folder has been given a new look with the updated Diocese of Gloucester logo and BPS logo.

The Performance Standards and Staffing committee meet to monitor school progress and attainment data, to identify areas where focus should be applied, where improvements can be made, and additional resource made available. Results for 2016-17 were reviewed in October 2017. These were the first to the new format (Inspection Data Summary Report, available from 'Analyse School Performance' - The replacement from 'Raiseonline'). More work and bedding in of this system is required to be able to get clear information and understanding from this. Hopefully, it will not be changed radically again in the foreseeable future.

All policies are being finalised up to date except that latest safeguarding guidance has only just become available and so this is being incorporated into this policy and ready to “go live” for 1st September. A meeting to review the 2018 SATs results is being scheduled to take place before the end of term. Learning walks/book reviews will be planned for the coming academic year.

All the committees have been reviewing policies which come under their jurisdiction throughout the year, and these as we move forward will begin to be updated with the schools new Ethos Vision and Values statements and Logo.

As SEND governor I visit the SENCO to discuss SEND provision at the school The SEN Report/Local Offer was updated and published on the school website in early 2018. The SEND policy is due for review/update early 2019.

During the year, the governors have met to analyse and review information concerning academisation, to discuss options, opinions and rationale. On 21st June 2018, governors attended an Academy Evening held at Northwick Manor Primary School, Worcester - Part of The Rivers C of E Academy Trust, to learn from their CEO about their journey to becoming a Multi Academy Trust, and how they run their MAT now. Links with other schools will continue, and a ‘watching brief’ will be maintained regarding academisation as will other avenues for collaboration. As such, academisation will be a standing item on the FGB agenda as we go forward.

The governing body currently have a vacancy for the role of Clerk to Governors and continue to look to recruit a new Clerk for the next academic year.

This academic year has been my final year as Chair of governors, although I will continue for another year as Parent Governor, and I would like to thank Mr Ferguson, all the staff and governors for the support they have given me over the years in my role as Chair, and for their dedication and the hard work they put in year after year to provide the best education for the children at Bussage Primary School. It has been an honour and a privilege to serve as Chair over the last six years, and I wish my successor all the very best for the future.