

## **Annual Governance Statement for the Governing Board of Christ Church Charnock Richard Church of England Primary School 2020-2021**

The Governing Board is an integral part of the leadership of this school, with the vital role of setting the strategic direction and developing the Christian ethos of the school to ensure that every child who attends Christ Church CE Primary School has the very best educational opportunities and experience, where they are happy, able to thrive and flourish, gaining in confidence and achieve excellence in body, mind and spirit.

Robust accountability, assurance and oversight of the financial and educational performance of the school leadership team is a key responsibility of the Governing Board.

Governors work collaboratively with the Headteacher, school staff, the Parochial Church Council, Blackburn Diocese and the Local Education Authority to realise the mission statement that stimulates and motivates our thinking and actions for every aspect of school life:

### **“Inspired to learn, grow and flourish within our Christian family”**

Whilst the Headteacher is responsible for the day to day management of the school; the Board of Governors has an important strategic oversight in three core areas:

#### **Setting Strategic Direction**

- Clarity of vision and ethos
- Engaging stakeholders
- Ensuring statutory duties are met

#### **Ensuring Accountability**

- Accountability for quality of teaching, achievement, attainment, behaviours and safety
- Strengthening, challenging and supporting school leadership
- Performance management of the Headteacher
- Contributing to the school’s self-evaluation process

#### **Maintaining Financial Propriety**

- Ensuring that resources are allocated to strategic priorities as identified in the School Improvement Plan, safeguarding the highest standards of financial propriety, making sure money is well spent.

### **Governance Arrangements**

The Governing Board has 12 members made up as follows:

- Parent Governors: 2
- Headteacher: 1
- Staff Governor: 1
- Local Authority Governor: 1
- Foundation Governors: 6 (3 elected by the Diocese and 3 by the PCC)
- Ex-officio: 1 (currently vacant)

The full Governing Board meets four times per academic year and has three standing working committees:

- **Curriculum and Standards:** curricular provision, pupil achievement and attainment, assessment, target setting and attendance
- **Resources:** finance, staffing, premises, health and safety
- **Vision, Values and Ethos:** Church school distinctiveness and the Christian foundation

These committees meet once each term and report to the full Governing Board. There is the provision for committees to convene more frequently, if required, to consider for example pupil discipline matters, staffing appeals, complaints.

In March 2020 a new committee was convened to support the Headteacher and staff as they followed Government guidelines and made plans for during and after lockdown with homeschooling and the phased return of pupils to school through the COVID-19 pandemic crisis.

The Chair of Governors has had regular telephone and when allowed face to face meetings with the Headteacher. Governors with specific responsibilities (e.g. SEND, Safeguarding, subject links) have met via telephone or Zoom, as appropriate with staff to gain a deeper understanding of particular strengths of areas for development and to gain working knowledge of how strategies or interventions are being implemented.

Regular Governor training is an important part of the Governors' role. Training can be delivered in-house, through qualified external providers and online learning.

The Headteacher, Mrs Helen Brooks is a key governor. A full list of Governors, their terms of office, positions of responsibility and attendance is published on the school website

## **Assessment and Impact of the Governing Board during 2020-2021**

### **Full Governing Board**

- Delegation of duties and monitoring and reporting arrangements for the academic year, including the use of a professional clerk to the Governing Board.
- Strengthening the Governing Board through training, succession planning and recruitment process, ensuring good induction of new governors including mentoring.
- Ensuring that there is a collective understanding and a clear vision about the role of governors and the Christian ethos and strategic direction of the school, revisiting our 'Mission Statement' at the start of each academic year with reference to it throughout the year.
- Holding the Headteacher and senior leaders in school to account for the performance of the school, its pupils and the act of managing the staff through scrutiny of documents, various observations and pupil and parent feedback.
- Overseeing the financial performance of the school, through forensic scrutiny of documentation produced by LCC, making sure that money was well spent (value for money) for the benefit of all pupils, looking to ensure continuous school improvement, especially with extra costs encountered due to the pandemic.
- Further development of the school site and outdoor facilities (particularly the outdoor and indoor washing facilities, walking track, Forest School Woodland Garden, de-carbonisation heat pump and replacement boiler) to enhance provision and support continuing improvements in teaching and learning.
- Holding the Headteacher to account for progress, future attainment and actions to achieve the school's agreed key priorities. Ensuring that the same rigorous analysis of pupil performance was maintained, that intervention strategies were applied as appropriate, allowing pupils to achieve and attain the very best that they could, even though for many children, a large amount of time was spent without physical in class teaching.
- Ensuring that appropriate arrangements were in place for the continuation of educational provision during the current COVID-19 pandemic, that there is a strong, challenging but achievable and sensible recovery plan that considers the health and well-being of the 'whole' child and the well-being of all staff. Continuing use of the COVID committee and timely feedback to all governors via GovernorHub ensures that all governors have the information needed to contribute to discussions in governor's meetings.

- Ensuring the safeguarding of children was maintained and the wellbeing of staff and pupils monitored during the current pandemic situation, enabling the reopening of school to a wider number of children.
- Ensuring that the school carried out its statutory duties by confirming safeguarding processes for all pupils and staff both in school and those receiving education or working at home.

## **Curriculum and Standards Committee**

- The impact of this committee has been to ensure the effective monitoring of pupil progress and attainment through scrutiny and detailed analysis of data for different groups including Send/ PPG groups.
- The Headteacher is held to account for the standards in school by governors questioning any trends in data and monitoring the effectiveness of strategies put in place to support children's learning. Updated information provides clarity and enables Governors to have meaningful discussions of curriculum standards and needs during the current pandemic. Information and reports enable governors to ensure that the curriculum delivery was ongoing and high quality provision continued for all pupils whether at home or in school during lockdowns
- In response to the ongoing pandemic Governors have supported the development of digital learning platforms throughout the school. Plans were developed and implemented for remote learning which enabled daily contact with teachers, provision of high quality home learning, feedback to pupils and contact and support for parents.
- An effective and relevant School Improvement Plan is agreed by this committee working closely with the headteacher and staff ensuring key priorities are identified with clear aims, actions and success criteria. Termly progress reports of the Key Priorities are received and a nominated governor has been attached to each key priority, meetings with staff have resulted in an informed governing body who is able to support and challenge whilst maintaining the focus on children's learning outcomes. During this period communication between nominated Governors has continued with virtual meetings taking place for subject updates. Increased Twitter provision has enabled parents and Governors to be kept informed of school a
- Increased Twitter provision has enabled parents and Governors to be kept informed of school activities and achievements during periods when visits in person to school were not possible.

- Ensuring effective and relevant key priorities are progressing within school particularly with regard to current circumstances. The outstanding success in achieving the gold award in The Art of Brilliance programme has shown a positive impact across the school and given high emphasis to Key priority 1 To ensure the wellbeing and mental health of the school community.
- Governors ensure safeguarding responsibilities are met and all guidance is current and up to date systems are in place. The designated governor meets the headteacher termly to monitor progress of the schools safeguarding action plan. In response to the current pandemic a Governor COVID task group has been formed which has met as required with the headteacher to respond quickly to current circumstances. Feedback remotely or at planned meetings ensures the governors are kept up to date of their responsibilities. The impact is to ensure safeguarding responsibility for the whole school community is maintained to provide as safe as possible learning environment. Also ensuring there is secure and efficient recording of safeguarding, child protection and the welfare of pupils in place.
- Termly reports are received on SEND pupils progress and attainment. Focused meetings between the nominated Governor and staff provides valuable feedback for Governors ensuring statutory duties are met and all members of our school community have access to an enriched curriculum and high quality learning.
- Review of policies and plans related to curriculum standards are presented to this committee to ensure they remain fit for purpose. These have included the development of the Remote Learning policy, subject recovery plans for English and Maths, including detailed evaluations of progress during the year. Subject leader reports for all curriculum areas and the policy for catch-up funding have been received by this committee ensuring the provision of quality education including arrangements for remote learning.

### **Resources Committee**

- The impact of this committee has been to ensure sound financial management and robust accountability which has established a sustainable budget strategy in terms of reserves for the next three years
- Also through high standards of financial probity accredited through the Schools Financial Value Standard and effective benchmarking processes, long term financial stability has been secured.

- Through effective budget setting linked to the School Improvement Plan Governors have ensured spending provides good value for money, effectively benefiting the learning outcomes of all pupils and raising overall standards.
- Staffing levels remain good and appropriate for the school's needs with professional investment in all the staff's professional development needs to further support continued school improvement.
- Targeted funding decisions to maintain, enhance and further develop the safe learning environment of the school with a rolling programme of redecoration, replacement of furniture and general maintenance of the premises including ICT provision.
- Specific individual projects include the application through the LVAP for a new low carbon heating system (identified through completion of the DfE's 'Good Estate Management' survey) and the installation of a new running/walking track around the sports field.
- Additional funding was secured for Art of Brilliance training throughout the year. This followed with an assessment that resulted in the school receiving the gold standard and proudly display our Outstandingly Happy School banner outside the school
- Through this committee's review of key policies and plans ensures that they remain fit for purpose and adhered to. These include ensuring that the school complies with General Data Protection Regulation (GDPR), Asbestos Management Assurance Process (AMAP) and coherent and workable School Continuity Plan and School COVID-19 Plan.
- Also through Health and Safety monitoring, which includes a governor accompanying Headteacher and caretaker on walk through school supports the identification of areas for improvement ensuring a safe and appropriate learning and working environment

### **Vision, Values and Ethos Committee**

- The impact of this committee has been to maintain our focus on our distinctively Christian foundation and to support, advise, develop and challenge our effectiveness as a church school and the influence this has on pupils, staff, parents and the wider community.
- By supporting the many spiritual, moral, social and cultural experiences on offer at school (up and above the National Curriculum) Governors ensure that the whole child develops in 'body, mind and spirit', becoming happy, confident and resilient young people ready to positively face the challenges of an ever changing world.
- Support of the preparations made by staff for the Statutory Inspection of Anglican and Methodist Schools (SIAMS).

- The impact of this committee has been to focus on the School Improvement Plan specifically Key Priority 3 'To inspire awe, wonder and celebrate God's gifts by embedding Christian Values in our PSHE curriculum'. Building on the work done in History and Geography and through the work of the 'Art of Brilliance' project Christian Values have been explicitly linked and integrated in the bespoke PSHE curriculum.
- Focus remains on the revised RE curriculum and the incorporation of the language of the revised syllabus into worship resulting in high quality RE lessons and engaging and meaningful worship. Achieving the RE Quality Mark Gold was external recognition of the outstanding work done in this curriculum area that permeates all other curriculum areas.
- This committee is involved with the School's Ethos group, a valuable link for the pupils to engage with Governors and for Governors to engage with pupils. Due to the restrictions of the pandemic this aspect of the committee was restricted.
- Ensuring the essence of Christian ethos, values and vision runs through the school, especially by maintaining and developing the school's Christian foundation through the provision of outstanding religious education, daily worship and close ties with Christ Church church and wider community.