

## **Annual Governance Statement of the Governing Body**

### **Brightside Primary School - 2024**

In accordance with the Government's requirement for all governing bodies, the three core strategic functions of the Brightside Primary School Governing Body are:

#### **1. Ensuring clarity of vision, ethos and strategic direction**

Governors are responsible for setting the school's strategic framework, identifying priorities for school improvement and monitoring progress towards these goals. Governors are also responsible for setting a school ethos of high expectations of behaviour, progress and attainment of all pupils and of conduct of staff and governors.

#### **2. Holding executive leaders to account for the educational performance of the organisation and its pupils, and the effective and efficient performance management of its staff**

Governors must provide challenge to the school and hold the headteacher and senior leaders to account for improving the quality of teaching and learning and school performance. Governors do this through questioning and through regular monitoring and analysis of data on pupil's performance and progress. Governors hold the headteacher to account for the performance management of teachers. The performance management of the headteacher is conducted by governors together with an external advisor.

#### **3. Overseeing the financial performance of the organisation and making sure its money is well spent**

Governors look at financial statements and ask questions to ensure that the school makes efficient use of its budget and provides best value for money.

### **Governance arrangements**

The Governing Body of Brightside Primary School consist of:

- 2 staff governors (including the headteacher);
- 2 elected parent governors;
- 1 Local authority governor;
- 6 Co-opted governors and
- 3 Associate governors.

In respect of the above categories, staff governors are elected by the school staff; headteachers are a member of the governing body by virtue of their office. Parent

governors have a child at the school and are elected by other parents at the school. Local authority (Essex County Council) governors are nominated by the local authority, but appointed by the governing body. Co-opted governors are appointed by the governing body based on individual skills. Associate members are appointed by the governing body based on specific expertise; they are not governors and therefore are not voting members.

The full governing body meets at least once each term and also has two committees to consider different aspects of the school in detail, these are:

- Resources (this includes: finance, premises and personnel matters)
- Curriculum and Pupil Related Matters.

We also have committees that meet, if required, to consider pupil discipline and staffing matters.

### **Attendance record of governors**

You can see the full list of governors and their attendance at meetings on the school website.

Governors also regularly undertake school visits, which help the governing body fulfil its core functions including holding senior leaders to account. Where appropriate, a visit report is completed, which is shared with the full governing body and discussed at committee/full governing body meetings as necessary. Throughout the academic year 2022 - 2023, a range of governor visits took place on the following:

- Child Protection & Safeguarding
- Holding the SLT to account
- Middle leadership
- EYFS
- Inclusion/Special Educational Needs and Disability
- Staff and pupil wellbeing
- Pupil Premium
- Behaviour management & Relationships
- Ensuring SATs were overseen appropriately

The governing body completes an annual skills audit to identify any further skills or training they need to be able to deliver their functions effectively. This also enables the governing body to effectively target any governor recruitment ensuring the right skill set across the governing body.

Each year, governors sign a Code of Conduct which can be viewed on the school's website and the governing body have also published their Register of Business and Pecuniary Interests.

## **The work that we have done on our committees and in the governing body during the 2023/24 academic year**

The governing body had another busy year, providing challenge and support to the headteacher and wider leadership team. Last year there were two committees: Resources and Curriculum and Pupil Related Matters. All of the meetings were conducted online last year, apart from the final FGB meeting which took place in person.

Throughout the 2023/24 academic year the governors monitored provision in the following areas: the effective implementation of the rewritten curriculum; standards across the school; Pupil Premium expenditure; Sports Premium expenditure; expenditure of the school's budget; staff and pupil wellbeing and attendance

The Resources Committee oversaw all of the premises development whilst closely monitoring the school's budget. Site developments mainly focused on the development of the front entrance area to improve Safeguarding in the school. At least two governors were at site meetings and the FGB (especially the Resources committee) agreed and ensured expenditure was kept within budget. Other site developments included: renovation of toilets and development of the EYFS area. Governors also scrutinised the contracts of the school ensuring best value, as well as analysing the current staffing structure ensuring this was financially viable and raising standards. At the end of the academic year, the school was once again in a strong financial position.

The Curriculum Committee focused its time on ensuring the quality of provision on offer secured good academic results and offered a broad and balanced curriculum. Governors held middle leaders to account in ensuring standards were high enough in their phases and teaching was having an impact. Considerable time was spent looking at provision for the pupils eligible for the Pupil Premium Grant and also those for whom the school had identified as 'vulnerable.' Results have improved significantly from last year. The committee also looked at how the sports premium money was being used and the impact this had on achievements. Safeguarding remained the highest priority for the committee as did the attendance and behaviour of all pupils.

The Personnel and Pay Committee were crucial in ensuring the staffing structure was impacting on school development priorities. The committee ensured that the performance management process was robust and held all staff to account. The committee reviewed pay recommendations for staff and the pay structure, ensuring both met statutory requirements and school policy. This committee also closely monitored staff attendance and well being.

Online governor training was undertaken by a number of governors last year; details of the courses attended are fed back at FGB meetings by the training link governor.

Safeguarding was and remains a high priority for the governing body. The school's Child Protection Policy was reviewed regularly last year to ensure it was up-to-date and this is available on the school's website. Once again it has been reviewed at the start of this academic year and all governors have read, understand and comply with Keeping Children Safe in Education 2024.

The minutes of Governing Body meetings, save for confidential staffing matters, are public documents and you can ask at the school office if you would like to see any of the minutes of any of the meetings.

### **Future plans for the governors**

The governing body will continue to support the headteacher and senior leaders in the efficient running of the school whilst continuing to strategically develop the excellent standard of education in the current challenging and changing education environment. Governors will continue to closely monitor the financial viability of the school in the context of tightening budgets, especially in regard to staff pay rises and fluctuating fuel costs. Particular focus for governors this year will be driving greater depth writing standards; overseeing of the new times tables curriculum and continued site development that includes: toilet refurbishment and playground developments.

### **How you can contact the governing body**

We always welcome suggestions, feedback and ideas from parents. You can contact the chair of governors via the school office.