

Annual Governance Statement for the Governing Body of Tottenham
Infant School

September 2020



In accordance with the Government's requirements for all governing bodies, the three core strategic functions of Tottenham Infant School 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**
- 3. Overseeing the financial performance of the school and making sure its money is well spent**

Governance arrangements

The Governing Body of Tottenham was reconstituted in September 2014 and consists of

- Parent Governors (4)
- LA Governor (1)
- Staff Governors(1)
- Co-opted Governors(9)
- Headteacher

The governing body has a programme of meetings throughout the school year

Governing Body September 2020- July 2021

Governing Body meeting dates for the academic year 2019-2020 are;

| | | |
|-----------------|-----------------|-----------------|
| Autumn 1 | Spring 1 | Summer 1 |
| 29 September | 26 January | 18 May |
| Autumn 2 | Spring 2 | Summer 2 |
| 24 November | 30 March | 29 June |

Agendas will be agreed in partnership with the Headteacher and Chair of Governors with the support of the Clerk.

Attendance records of governors

The clerk keeps a record on behalf of the governing body, of governors' attendance at meetings. Meetings need to be "quorate" to ensure decisions can be made.

Governor visits

The governors visit the school as part of their monitoring of the School Development Plan and to oversee the current actions linked to the school's work. These visits are considered a valuable opportunity for governors to work closely with staff members seeing strategies from meetings put into action. These visits ensure governors have an accurate picture about the performance of the school and can support and drive forward school improvement as well as evaluating current school policies and practice.

Data analysis

Data is made available to governors through regular meetings with verbal and written presentations followed by question and answer sessions to examine results and trends. The Governors scrutinise data from all year groups to heighten their awareness of focus and vulnerable groups paying particular attention to Pupil Premium pupils.

Policies

Governors review all relevant policies on a scheduled basis to ensure that all guidance is current, relevant and up to date. Specific attention is paid to ensure that all the school complies with the DFE mandatory policy list.

Staff recruitment

The Headteacher and Deputy Headteacher are trained in "Safer Recruitment." Governors are involved in the recruitment and selection of key posts and use the appointment process to ensure that high quality staff are appointed. They have considered a wide range of strategies to ensure the right staff are appointed to drive forward the actions necessary to deliver high quality learning for our pupils.

Financial management

The governors work with the School to achieve "The Schools Financial Value Standard and Assurance (SFVS) on an annual basis.

The impact of the Governor's role in the school ensures that the budget is well managed and improvements are effective and continuous.

External audits confirm that finances are well managed.

Safeguarding

Governors take responsibility for ensuring the safeguarding arrangements meet current statutory requirements including the Single Central Register.

They evaluate and review the annual safeguarding audit.

Key Issues faced and addressed by the Governing Body 2018-19

The rapid recovery process following the OFSTED review.

Turnover of some key roles within the governing body.

Assessment of Impact 2018-19

Governors have had significant engagement in response to the OFSTED report and prioritise. The rapid recovery group had met regularly and school governors have attended all of these. Governors regularly visit the school and have oversight of the schools development and delivery of education. Governors are pleased to note the continued improvements the school makes against the OFSTED priorities.

A new chair and vice chair have been appointed and a number of new governors have joined as either parent, community, local authority or co-opted governors. The governing body has now almost fully recruited. Appointment have been made to support a broad knowledge base across the governing body.

Strategic Planning for the future

Governors work with the Senior Leaders to monitor the School Development Plan. This Plan details aims for the forthcoming year and is based on priorities identified from data, school self-evaluation and Ofsted priorities.

The main priorities from Ofsted 2018 were:

- To continue to develop challenge for all pupils, particularly the most able pupils to enable them to improve their thinking skills in all curriculum areas
- To improve the number of pupils reaching the expected standards in the Year 1 Phonic screening check
- To ensure that all leaders are focussed on improving teaching and raising achievement
- To accelerate progress of pupils in Reception they are well prepared for Year 1

The main priorities for 2020- 21 are:

The objectives above plus

- **To improve the level of parental engagement to equip parents to successfully support their children**
- **To develop the whole school curriculum to ensure progression in skills across EYFS and KS1**
- **To review reading across the school and ensure robust systems and processes are in place where all pupils make good or better progress**
- **To support the well-being of pupils and staff following the lockdown March 2020**

How to contact your governing body

Information about the school's governing body is available on the school website. The Chair of Governors can be contacted via the school Office Manager as follows:

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