

Annual Governance Statement for the Governing Body of the Sandringham Federation Church of England Primary Academy September 2019

In accordance with the Government's requirement for all governing bodies, the 3 core strategic functions of the Sandringham Federation 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;**
- 3. Overseeing the financial performance of the school and making sure its money is well spent.**

Governance Arrangements

The Governing Body of the Sandringham Federation Church of England Primary Academy was founded on 1st September 2018 when Sandringham and West Newton Primary School, having converted from a Local Authority maintained school to an academy under the Diocese of Norwich Education and Academies Trust, joined in federation with Fritcham Primary Academy. The responsibility for Federation governance is shared between the Trustees of the Trust and our local governing board.

The Local Governing Body includes of 2 staff governors, the Executive Headteacher, 8 Trust appointed governors, 2 associate governors and 1 parent governor. The Trust appointed governors are appointed by the Diocese of Norwich Education and Academies Trust and are people who, in the opinion of the Trust and the governing body, have the skills required to contribute to the effective governance and success of the school.

Many of the governors have a professional background, both the Chair and one Vice Chair are former Headteachers with long and varied careers in education. Other governors appointed by the Trust have a wide experience across the community working in accountancy, further education, industry, land management and the police force.

Each Governor is assigned a curriculum area and meets regularly with a representative from either the English, maths or wider curriculum team.

The full Governing Body meets once each half term and has three committees to consider different aspects of the school in detail.

The Sandringham Federation has a Resources Committee, which focuses on finance and premises; a Curriculum and Standards Committee, which focuses on academic achievement and attainment and an Ethos Committee which focuses upon the spiritual and ethical curriculum. There is also a Headteacher's Performance Review Committee and other committees that meet if required to consider pupil discipline etc.

The work that we have done on our committees and in the governing body

The Governing Body has had a busy year, focusing on school improvement and has spent considerable time assessing and considering the Federation's progress in the light of the amalgamation of our two schools' progress. Governors have carried out monitoring visits which include learning walks, lesson observations and attending curriculum development meetings with subject leaders, a new Governor Monitoring Plan having been devised. Governors have attended school events including Parents' evenings, Christmas performances and church services. Governors continue to attend relevant training sessions where necessary.

The Chair of Governors has been involved in Headteacher performance management which includes target setting and review meetings.

The Curriculum and Standards Committee has monitored the development of the evolving curriculum and has spent a great deal of time supporting the School's Change Plans. Governors have also supported and validated the School Self-evaluation Plan. All governors have access to key data (pupil achievement and progress) at both governing body and committee level, so that they can be sure that the school is on track to fulfil its ambitious targets for all pupils. The Headteacher consistently maintains pupil tracking systems and provides the Governing Body with regular updates on the progress of key groups of children. This means governors can challenge the performance of some groups, where it may not meet targets.

Governors have information on the starting points of children at the start of the academic year and are able, therefore, to keep track of overall performance.

Governors challenge the Headteacher on how the Pupil Premium and Sports Premium funds are being used by the school and what impact this had on outcomes.

The Resources Committee has had a difficult year as the academy has had to work with a challenging budget. Academies, unlike Local Authority maintained schools, receive a monthly income from the EFA and must keep a balanced bank account.

One of the Vice Chairs was nominated as governor for Safeguarding, in the long-term absence of the designated governor. Considerable attention has been given to understanding the school's safeguarding procedures and comprehensive training has taken place.

One of the roles for the governors is reviewing and agreeing school policies, and over the academic year, the governing body considered a number of key policies, including Behaviour Management and Safeguarding. The majority of the statutory policies are provided by DNEAT, but the governing body has taken time to review the model policies provided and has been instrumental in the review process and dialogue with the Chief Executive of DNEAT with the Chair undertaking reviews prior to adoption by the Trust Board.

Minutes of Governing Body and Committee meetings are public documents – Members of the public can also ask at the school office if they would like to see any of the minutes of our meetings.

Roger Wood

Chair of Governors

November 2019