

Summary of the Year

2014-15 was a year of great change at Bratton Primary School – we have said goodbye to the Head David Brown on his retirement in December; the school was led by interim Head John Farrell for two terms, and we then welcomed Ian Bolton in April. We have also lost some governors – most notably our former Chair, Richard Pollock; and successfully recruited valuable replacements.

Recruiting a new Head is one of the most significant decisions that a Governing Body has to make – and it is much more than just a decision; governors are responsible for the whole recruitment process from writing the advert through making an offer, with support from the Local Authority. We are very excited to have recruited Ian Bolton, who has already made significant and positive changes to the school.

Achieving the Governing Body's Responsibilities

In accordance with the Government's requirement for all governing bodies, the 3 core strategic functions of the Perfect Primary School Governing Body are:

- Ensuring clarity of vision, ethos and strategic direction;
 - The Governing Body set out to recruit a Head who would take the school forward and increase the progress and performance of pupils in the school. We have since worked with Ian to establish a new School Improvement Plan and look forward to this being delivered during the next academic year and in the future.
- Holding the headteacher to account for the educational performance of the school and its pupils;
 - Governors regularly review data published about the educational performance, and these drive challenging questions at Governing Body and Committee meetings. Governors have also used monitoring and link governor visits to understand what happens in the classrooms and to get to know the teachers and pupils.
- Overseeing the financial performance of the school and making sure its money is well spent
 - The Finance & Premises committee monitor the budget at every meeting, approving spend and approving the school budget to ensure it aligns with the strategic vision.

Governance Arrangements

The Governing Body is made up of:

- 2 staff governors (including the Head)
- 1 LA governors
- 8 Co-opted governors
- 2 Parent governors

The governing body is made up of people who bring a broad variety of skills and perspectives (teachers, leadership, commercial, parent views, staff views). We meet as a full body once each

term. There are three permanent committees – Staffing, Finance & Premises and Curriculum which work in detail on specific elements of the Governing Body’s responsibilities. There are also temporary panels set up as required, for example the Pay Panel and of course the Head Teacher recruitment panel which meet as required to support more infrequent activities.

In addition to this, governors take on Link Governor roles – coming into school to get to know the staff and pupils, and using link and monitoring visits to get to know a curriculum area in detail and see the work in practice.

Governor Attendance

Both committee and FGB meetings are very well attended; and we have not had to cancel any due to non-quorate attendance. Details of individual governors’ attendance are on the final page.

The work our committees have done this year

Finance & Premises

- The committee has met each term and has:
 - Overseen the financial performance of the school, ensuring that the money was well spent and monitored the budget over the course of the year;
 - Reviewed and approved the school budget;
 - Monitored the condition of the school premises and considered options for improvements;
 - Ensured that the school complies with health and safety regulations.

Curriculum

The Curriculum Committee focuses on monitoring and maximising the teaching, learning and assessment aspects of the school. During the course of the year, the committee has:

- regularly scrutinised the performance data of the school, including close analysis of teacher data and RaiseOnline;
- considered the impact of the school’s strategies for supporting vulnerable pupils;
- considered the impact of the intervention strategies being used to support a range of pupils;
- received reports about the Maths consultant who audited the school;
- updated relevant policies to support the running of the school;
- received reports about the performance management within the school;
- redesigned the monitoring systems governors use to come into school.

The final term of the year saw the appointment of Ian and a range of exciting new plans for 2015-16, encapsulated by the SIP for which teaching, learning and assessment have formed the main focus. The Curriculum Committee have been involved in the plans to fully implement the new curriculum in 2015; to update assessment systems across the school to replace levels; and to develop teaching and learning across the school, driven by an understanding of what makes outstanding teaching. The

Curriculum Committee also discussed the new culture of learning that would drive this change, amongst pupils and staff. Other developments discussed and approved were the implementation of the new InCAS assessment system; the introduction of laptops to support pupil learning; and new reporting systems for parents to address concerns raised from parent feedback. The committee also received reports about changes to how Pupil Premium funding would be targeted, by employing an outstanding intervention teacher to provide short, focused intervention.

Overall, the committee oversaw a year of change, culminating in a range of clear and focused plans to accelerate progress and maximise achievement in 2015-16.

Staffing

- Discussed and agreed staffing levels and organisation of the staff within the school for both teaching and non-teaching staff.
- Contributed to Headteacher recruitment and monitored progress of the recruitment process.
- Monitored Headteacher and staff performance management.
- Discussed and agreed all policies regarding staff.
- Issued staff questionnaire and analysed results.

Contacting the Governing Body

We always welcome feedback, suggestions and ideas from parents, carers, staff and anyone else with a connection to the school – please get in touch with me via email governors@bratton.wilts.sch.uk or via the school office. Minutes of our meetings are available if you would like to read them; they will be easily accessible online when the new school website is published, but in the meantime please just get in touch.

Governor Responsibilities & Attendance

Name	Category	Start / end dates	Responsibilities	FGB meetings	Finance & Premises committee	Curriculum Committee	Staffing Committee	Attendance %
Richard Pollock	Co-opted	Resigned July 2015	Chair of Governors (until 12 th April 2015)	5/7				71%
Ali Skinner	Co-opted	Resigned Jan 2015		3/3		2/3	2/3	83%
Christine Ramsay	Co-opted		Vice Chair until 12/05/2015 Chair of Staffing	7/7		5/5	6/6	100%
Marion Grout	Co-opted		Chair of Governors (from 13 th April 2015)	7/7	5/5			100%
Steve Blake	Co-opted		Chair of Finance & Premises	6/7	1/5			58%
Amanda Jazrawy	LA		Chair of Curriculum; Vice Chair from 12/05/2015	6/7		5/5	6/6	92%
Simon Gray	Co-opted		Start 01/12/2015	5/5	1/1	3/3		100%
Louise Woodward	Parent			5/7		3/5	4/6	67%
Tristan Smart	Parent	Appointed 16/03/2015		2/2	2/2			100%
Adam Fairrie	Co-opted			7/7	5/5			100%
Alison Callaway	Co-opted			5/7	1/1	2/5		62%
Lisa Noad	Co-opted	Appointed 01/12/2015		4/5	3/3	1/1		89%
Maria Denham	Staff			6/7		5/5		92%
Ian Bolton	Head Teacher	Commenced April 2015	Head Teacher	2/2	2/2	1/1	2/2	100%
David Brown	Head Teacher	Retired December 2014	Head Teacher	2/2	1/1	2/2	2/2	100%
John Farrell	Acting Head Teacher	January 2015 - March 2015	Head Teacher	2/2	2/2	2/2	2/2	100%
Amy Sealy	Associate Governor				3/3			100%