



ST. STEPHEN'S CHURCH OF ENGLAND JUNIOR SCHOOL

Headteacher: Louisa Wilson

Deputy Head: Rosie Cook

South Gloucestershire Council

**'Learning to change the World'**  
**'Act justly, love mercy and walk humbly with your God'**  
Micah 6:8



## **Executive Summary – Annual Governors Statement 2020/21**

### **Role of Governors:**

- Ensuring pupil attainment/budget is monitored and maximised,
- Overseeing and approving the budget
- Approving policies and procedures, keeping up to date with guidance changes, particularly SEND
- Arranging committees and leads based on skillset and attending training
- Engaging in our Governors' self-evaluation and addressing any gaps
- Adding mental health awareness and wellbeing as a priority to our agenda
- Starting work on our 3-year strategy

### **Majority of School Plan achieved, including:**

- Designing a curriculum based on the UN Sustainable Development Goals
- Introducing a systematic phonics approach
- Implementing a new structure of support through Thrive
- Developing and designing a programme for our Early Career Teachers (ECTs). Further work is being done to develop a career pathway for all staff

### **Main Achievements:**

- Arranged the Headteacher's performance review and agreed the recommendations
- Reviewed and endorsed the School Strategic Plan (SSP) and policies
- Headteacher Reports - which are statements of the academic performance and other aspects of the school operation produced by the Headteacher
- Attended training - It is important that Governors develop, or refresh, the skills required to perform their role.
- Academic performance data analysed across all committees and challenges raised where appropriate

### **Policy Documents Reviewed/Updated:**

- Attendance, Behaviour, Charging, Collective Worship, Concerns and Complaints, Data Protection, Data Protection Impact Assessment Policy and Procedures, Equality Information & Equality, Freedom of Information, Intimate Care

### **Achievement and Provision Committee:**

- Received and analysed regular reports on the provisions in place for children with Special Educational Needs (SEN),
- Monitored the implementation of the elements of the School Strategic Plan relevant to the committee's scope of responsibility.
- Discussed approaches to address the performance 'gap'.

### **Community and Ethos Committee:**

- Analysed pupil attendance, behaviour and exclusion data and questioned / challenged the Headteacher on areas where the need for improvement was indicated
- Reviewed the criteria for issuing fines to parents for the unauthorized absence of their children
- Ensured that the school policies and procedures continued to meet the DfE requirements for safeguarding and promoting the welfare of children as defined in their publication 'Keeping Children Safe in Education'.
- Monitored and promoted the school's position as a Church of England school and the promotion of the school's Christian foundation and links within the community and offered pastoral support

### **Finance and Resources Committee:**

- Monitored ongoing spend against budget plan and reviewed, alongside management & quality of delivery of canteen/maintenance etc.
- Conducted an audit to ensure compliance to the Local Authority Schools Financial Value Standard
- Reviewed and endorsed proposed and actual use of the Pupil Premium Grant and monitored the impact of the spend.

### **The Achievement of our Pupils**

In the 2020-2021 school year we have been unable to report the Key stage 2 outcomes owing to there being no national testing. However, the schools internal assessment processes show that there has been a good level of achievement across the whole school and in all subjects. We would like to thank the children, staff and parents. Our attendance figure for the year is 97.3%, exceeding our target of 96.1%

### **Our support for children with Special Educational Needs (SEND)**

The Governing Body has a legal requirement to ensure the needs of children with SEND are met. The school's SEND Coordinator (SENCO) provided regular reports to the Achievement & Provision Committee which enabled the Governing Body to monitor the provision for SEN and the results achieved.

### **Engagement with pupils, parents and the community**

The Governors value the work of parents and carers and are keen to seek their views. While the Headteacher actively works with the whole school community to respond to any concerns raised, identify priorities and plan improvements, we will continue to take steps to encourage engagement.

Our current priorities are to:

- Improve Effectiveness – Based on an analysis of the results of a survey of Governors, we will plan and implement further improvements to the effectiveness of the Governing Body.
- Increase Governor visibility at school events
- Communicate more regularly with the school community via the newsletter
- Develop relationship with the Governing Body of St Stephen's Infant School

### **Contacting the Governors**

We always welcome suggestions, feedback, and ideas from parents. Please contact the Chair of Governors via the school office. Minutes of the Full Governing Body are public documents and are available to view on our website.