



Muxton Primary School

Governing Board Annual Statement

2015-2016

The Governing Board of Muxton Primary School is pleased to be able to report on yet another busy and successful year. We are extremely fortunate to have a governing board that comprises members with a wide range of skills and experience, who support our school community and who have worked hard to hold the school to account on behalf of the parents, carers and pupils.

We are extremely proud of our school and the progress it has made especially in this challenging year when school has had the task of teaching and assessing a new national curriculum. We appreciate the tremendous efforts put in by all staff; it is through their commitment to the children with whom they work, that the school has made demonstrable progress in improving the attainment and progress of pupils. The children deserve every success and it is the role of the governing board to facilitate, through involvement and challenge, their journey through this part of their education.

How do school leaders and Governors promote school improvement?

At Muxton Primary School, all leaders have the children's safety, welfare and learning at the forefront of all decision making. Governors take an active role in liaising with a nominated member of staff to ensure that their knowledge of the curriculum and how it is implemented in school, is firmly embedded. Detailed feedback is received from individual governors at the termly meetings and written reports are completed after governors have visited school. The Headteacher has identified priorities and planned action developments. These have been incorporated into the school improvement plan which the governing board has closely monitored and challenged where necessary over the course of the school year. Meetings with staff, learning walks, classroom visits and meetings with pupils have all contributed to the rigorous monitoring of the school.

How do we make sure our pupils are healthy, safe and well supported?

The development of healthy lifestyles is a high priority at Muxton Primary School. Across school, pupils undertake quality Physical Education delivered to them by dedicated and experienced staff. Additional opportunities for developing children's love of sport are encouraged with many being able to represent the school at local and County wide sporting events.

We are pleased that the new arrangements for the provision of school meals has been such a resounding success. To be the first school in the West Midlands to be awarded the Soil Association's 'Food for Life' at Gold Standard level is a tremendous achievement. Our thanks go to all involved especially our catering staff who work very hard to provide high quality meals for your children.

All school staff, as well as school governors, have taken part in the updated safeguarding training so that we are all aware of any potential threats and know how to deal with them should the situation arise. There are now three members of staff who have completed the Designated School Lead training (DSL). They hold half termly meetings to update staff on current issues. The school will be implementing a new electronic record system in the Autumn term. In addition, a Children's Safeguarding Board has been set up with pupils from Year 3 – Year 6 being selected as representatives. They have worked on creating a 'child like' document for the anti-bullying policy.

In February this year, the school had an external audit of safeguarding and we are pleased to report that an independent verification was given to the compliance and robustness of our policies. Local Authority officers identified that our policies were sound and demonstrated good practice.

The E-Safety link governor has closely monitored how e-safety and anti-bullying practices are embedded into the curriculum across all year groups.

All First Aid training is up to date and an updated procedure for reporting accidents is now in place.

A member of the Senior Leadership Team (SLT) has a daily 'handover' with a senior lunchtime supervisor to ensure that all non-teaching staff are aware of any issues.

The school takes its responsibility very seriously and has a comprehensive curriculum to deal with Personal, Social and Health education. In conversations with pupils, governors have confidence that children feel safe and happy at Muxton. In addition, school has a robust vetting procedure for adults and visitors to school and provides ongoing training.

The Governing Board has given approval for the redevelopment of some areas of the school site. The provision of screens across the entrances to the previously open plan teaching areas, has considerably improved the learning environment. Following the increase in pupil numbers and the provision of additional classrooms, teaching space in the school building has been under considerable pressure. Similarly, outside space has been re-evaluated and new investment has been made to improve the outside play and study areas.

Staffing

During the course of a school year, several members of staff decide to leave and move on to other schools. Muxton is no exception in this respect and we thank those teachers who have contributed to the teaching of your children and wish them well in their new schools. The most significant change to our current teaching staff was the consolidation of our senior leadership team from January this year. The appointment of a substantive deputy headteacher has strengthened the school leadership and focused us all on the strategic leadership priorities over the next few years.

As in previous years, the Governing Board has appointed an external adviser to act as consultant during the headteacher appraisal process. This process ensures that the Governing Board sets realistic yet rigorous targets for the headteacher. These targets have been closely monitored and we are pleased to see that they have been translated into positive outcomes at the end of this academic year.

What are we trying to improve?

- Teaching and Learning – this will always be on our list as we are constantly aiming to raise standards. We want to ensure that all pupils' learning progresses at a good pace and that there is consistency across the whole school. Our last judgement from Ofsted (January 2012) gave the school a 'Good'. We want to make sure that teaching is of a high enough standard to receive a similar judgement when we are inspected again.
- We want to make sure that outcomes from national test and assessments put Muxton pupils in an attainment bracket that is above local and national standards. Early indications are that exceptional attainment has been achieved.

Our Committee structure and how we work

This year we have maintained and worked to the committee structure that has been in place for several years now. Committees have met on a regular basis to determine policy, examine and interrogate standards, manage finances and staffing, monitor health and safety and to keep up to date with curriculum developments. Most committee meetings have taken place during the school working day so we have been able to involve pupils in our meetings and have first hand information from them about their work and comments about their learning. The Chairs from each committee have formed a strategic leadership committee and have attempted to strengthen this particular aspect of our role.

We have welcomed two new members to the Governing Board this year and we look forward to their contributions during their term of office.

Following extensive debate and discussion, we have decided to reorganise our committee structure and this will come into effect in the autumn term. We will retain all the current responsibilities held by committees and individual governors but we will be organising the committees in a way that will make them, and us, more effective. We have also decided to hold two full Governing Board meetings in each term. Further information will appear on the school website when it is available.

Committees that have operated this year have been: -

Finance & Personnel

Teaching & Learning

Pupil Achievement

Health & Safety

Strategic Leadership

In addition, committees have been established which will only meet as and when required. These are:

Complaints; Appeals and Grievance; Disciplinary; Pupil Discipline

Information on individual governors, attendance at meetings, terms of office etc. can be found on the website.

School Budget

The Finance & Personnel committee has met at least once a term to monitor the budget and to make strategic financial decisions. Regular, detailed reports have been received from the School Business Manager. Spending limits have been reviewed and set for the headteacher to ensure that expenditure is within the agreed limits. We continue to submit an annual audit of our financial procedures to the Local Authority Finance officers. Once again, our working practices have been deemed to be efficient and effective.

We have monitored the budget very carefully this year and have considered very thoroughly any requests/proposals for expenditure beyond agreed spending limits.

At the end of the financial year 'close down' we are pleased to report that the school has a healthy balance in its account.

Details of the Pupil Premium expenditure and the Sports and PE Funding can be found on the school website.

As school governors, we are always aware that a great deal of our work goes on out of sight of the public view. However, we want our work to be as transparent as possible and we have adopted a policy of 'open governance'. Please look on the school website for details of our work. Our team is a mixture of appointed and elected individuals, all of whom come from different backgrounds with a multitude of different experiences. What we all have in common is a desire to see all children at Muxton Primary School succeed in their work and develop into confident, responsible young people and adults. Of course this is something we can only do with your co-operation and help and we would like to record our thanks to you for supporting both your children and the school over the last school year.

Chair of Governors 2015-16