

**SEVEN STARS PRIMARY SCHOOL**  
**Annual Governance Statement 2022-23**

**Role of the Governing Board**

The role of the governing board in a local authority maintained school is to 'conduct the school with a view to promoting high standards of educational achievement'. The board also has a legal responsibility to promote pupil wellbeing. It does this by:

<b>Setting Strategic Direction</b>	<ul style="list-style-type: none"><li>- Ensuring clarity of vision and ethos</li><li>- Engaging with stakeholders</li><li>- Making sure statutory duties are met.</li></ul>
<b>Creating Robust Accountability</b>	<ul style="list-style-type: none"><li>- Accountability for teaching, achievement, behaviour and safety</li><li>- Strengthening and supporting school leadership</li><li>- Performance managing the Headteacher</li><li>- Contributing to school self-evaluation.</li></ul>
<b>Ensuring Financial Probity</b>	<ul style="list-style-type: none"><li>- Making sure the school's money is well spent</li><li>- Monitoring the use of the Pupil Premium grant and other resources to overcome barriers to learning.</li></ul>

**Governance Arrangements**

The governing board is made up as follows:

- **Parent Governors: 3** (1 vacancy)
- **Staff Governors: 2** (includes the Headteacher)
- **Co-opted Governors: 8** (currently 1 vacancy)
- **Local Authority Governor: 1**

The full governing board meets once a term and governors also meet at least termly as committees to consider various aspects of the school in detail. At Seven Stars Primary School we have the following committees:

- Resources Committee (finance, staffing, premises, health & safety)
- Curriculum and Standards Committee (curriculum, standards, school improvement and pupil welfare)

The Governing Body appoints a professional Local Authority Clerk who is responsible for arranging meetings, taking minutes and following up on all relevant actions. The Clerk also advises on procedural matters and plays a key role in the work of the Governing Body.

Governors are volunteers who apply for and are appointed to their roles (except for the Headteacher), are independent and have equal status to each other. A Chair and Vice Chair are elected by the Governing Body and work closely together with the Headteacher and the Clerk

Governors visit school regularly (which was restricted due to COVID but has started to take place) to

- meet pupils and staff for the purpose of:
  - a) supporting and encouraging the school in fulfilling its core purpose
  - b) identifying ways in which the Governing Body can support the well-being of all
  - c) become familiar with the educational, pastoral and management processes, achievements and challenges in the school to better support the school through effective use of resources and gain insight for helping to move the school forward in liaison with the Headteacher and Senior Leadership Team

- monitoring specific aspects of the curriculum or areas such as Early Years, SEND and safeguarding.
- Support the school in other core functions such as Health and Safety

There are also committees that meet, if required, to consider pupil discipline, staffing appeals and complaints.

During 2022-23 the Full Governing Body met 4 times (one meeting in September to focus on Business matters, then one meeting per term)

The Curriculum and Standards committee met 3 times (termly) and the Resources committee met 3 times (termly) with an additional budget setting Resources committee meeting in the Spring term.

The Headteachers Appraisal Committee met once, and the Pay Committee met once.

Governors also visited informally throughout the year when it was possible supporting school events although these were still very limited over certain periods due to the pandemic and restrictions on visitors.

The Chair of Governors has regular meetings with the Headteacher outside of full Governing Body meetings and ensures the well-being of the Headteacher and other staff members. She is also active in supporting the school throughout the week.

A list of Governors, their terms of office and positions of responsibility is available on the school website <https://www.seven-stars.lancsngfl.ac.uk/>

### **Governors' Attendance Record**

Governing boards make decisions collectively, though they may choose to delegate responsibility to committees, or individuals (including the Headteacher). Attending governing board and committee meetings is an essential part of a governor's role and the attendance record for the governors of our school is relatively good. This ensures that governors receive information all at the same time and therefore important and informed decisions can be made as and when necessary on all aspects of the school, staff and pupils.

The attendance record for all governors is available on the school website click [Governor page web-site](#)

### **Assessment and Impact of the Governing Board during 2022-23 School Year**

At the board's Business Meeting in September 2022 the delegation of duties, monitoring and reporting arrangements for the coming academic year were established and a review of committees, membership and procedures.

Processes to ensure compliance with regards to statutory requirements were agreed (including ensuring the Governing board had read and understood Keeping Children Safe in Education)  
Strengthening and development of the governing board through governor recruitment and identified training were also discussed

### **Resources Committee**

The resources committee's role is to oversee how resources are used to provide and deliver the curriculum, with appropriate staff, in a safe environment making sure that all pupils receive the best education possible, including those who are disadvantaged or have additional needs. The committee discuss and agree how the school plans to spend its budget over the next financial year, with a focus on school improvement, and monitors how school money is spent at its termly meetings.

In the Autumn term a small group of governors undertook the headteacher's performance review with support from the school adviser. The Pay Committee also met to consider and agree pay progression

for teaching staff, including senior leaders, subject to good performance. The appointment of high quality teaching staff is always a priority and governors take part in staff interviews, including the appointment of existing staff to any new internal positions.

Investment and decisions throughout the year included:

- 1) Continuing purchase of de-codeable books to reinforce the Phonics Shed programme and embed a love for reading
- 2) Appointments of additional support staff to support the ever increasing numbers of high needs and vulnerable pupils throughout the school and to replace staff who have left
- 3) Continuing updates from the Head teacher regarding the DfE rebuild project (the majority of the decisions are out of our hands as it is a DfE funded project)
- 4) Use of Sports Premium grant to provide access to and support from South Ribble coaches (delivering training both in-school and after school with such events as cheer-leading, fundamental fitness, fencing, boxing, health fitness and 'pasta' club, Rugby/Netball/Football festivals) and additional swimming sessions for children who did not achieve National expectations (including continuing support for Year 4 to have sessions in Spring term as preparation for Year 5 and 6)
- 5) Use of Pupil Premium grant money and Recovery Grant money to support pupils who have been most affected by the Pandemic and other circumstances to 'catch up' and maintain academic progress. This has been focused on additional support staff to run interventions and support with pastoral needs (barriers to learning) in classes as well as employing a Family Support Manager (helping families in crisis and dealing with the high level of safeguarding concerns and communications in school) and an Inclusion Mentor (supporting attendance of vulnerable pupils and running therapeutic interventions for children throughout the school to ensure they can thrive in the midst of social and emotional challenges)
- 6) General repair and replacement of items around school (including IT)
- 7) Additional support from other services and agencies for pupils with some of the highest and most challenging needs (e.g. additional Educational Psychology hours, Golden Hill Pupil Referral unit outreach support and REACH behaviour outreach support)
- 8) RockKidz visit to help embed school values and anti-bullying messages
- 9) CPD for staff including continuing training in implementing the Red Rose Maths Mastery scheme in Year 4, Senior Leader training (including Head teacher support training) and Early Careers Teachers and SEND training for all staff and for those working in the newly created SEN Unit
- 10) Continued additional staff for supporting outdoor learning on a Thursday afternoon (with strong links to the Science and History curriculums)
- 11) Supporting the purchase of additional schemes to support subject-specific areas of the curriculum (including KAPOW for Art and DT, Language Angels for MFL, Developing Experts for Science, Lancashire English Units to support planning)

### **Curriculum and Standards Committee**

The curriculum and standards committee's role is to have oversight of the school curriculum, including extracurricular activities, the implementation of the school improvement plan and monitoring of pupil progress and attainment. The committee also monitors attendance, behaviour and pupil welfare and has responsibility for parental and community links and engagement.

The committee analyses children's attainment and progress across all year groups at its termly meetings, and provides challenge to senior leaders. This includes comparisons with other schools both locally and nationally.

Over 2022-23 the Curriculum and Standards committee have continued to support the school in improving outcomes for all pupils through:

- a) Constructively challenging the Head teacher and Senior Leaders in development of the Curriculum and its implementation over the year, receiving reports from actions
- b) Supporting the review of additional schemes
- c) Reviewing behaviour reports across the school
- d) Contributing discussions to new Curriculum policies and plans
- e) Analysing pupil attendance and identifying any issues and challenging the school in how the school is tackling persistent absence or lateness (school attendance has been in line with or slightly above national during the last few months)

## **Full Governing Board**

In addition to their monitoring visits, governors regularly attended school/class events and this helped to build relationships with children, staff and parents. The governing board received reports from nominated governors on the effectiveness of safeguarding and the school's provision for pupils with SEND.

Full Governing Board also supported the school in its review of the School Development Plan following the successful Ofsted inspection in July 2022 and the progress being made towards implementing the key actions identified by the report and inspection time (formally and informally)

Pupil numbers at the school are remaining steady despite a low birth rate. Our mobility (pupils coming into the school) is much higher than the national average, as is our disadvantaged % and our SEND %. The school's wraparound care in terms of the nursery, breakfast and after schools clubs continue to be very successful and provide much needed additional support to families.

The Full Governing Board continued to challenge and support the Head teacher and Senior Leaders over the academic year to ensure the best possible provision for the pupils at Seven Stars Primary school. This has included the decision to go ahead with an SEN Unit which is being expanded to cover the whole of Key Stage 2. This has increased pupil numbers, staff and financial income and has benefitted the school in improving our level of inclusion and increasing our experience and therefore ability to manage children with sometimes very complex additional needs.

## **Governor Training and Development**

- Individual governors have attended training throughout the year. This included:  
Safeguarding and Child Protection  
Staff Discipline, Grievance, Capability and Attendance

This helped governors to better understand and carry out their role and responsibilities.

## **Future Plans for Continuous Improvement**

Areas for governors to work on with senior leaders over the next year to continue the excellent work to date can be seen in the Governor School Action Plan which will be revised and reviewed at each Full Governing Board meeting (see the School Action Plan separate document)

More specifically the Governors will:

- 1) Continue to review and support the implementation of the School Development Plan in the light of the Ofsted (2022) report and the needs of the school (and to discuss the formulation of a five year plan)
- 2) Regular visits to the school for the purpose of supporting events, seeing the curriculum and provision for pupils in action, supporting the staff in their well-being and professional duties
- 3) Fulfilling any supportive role in terms of areas of responsibility allocated to them at the Full Governing Body meetings

## **Governing Board Membership**

Recruiting governors with the right skills and qualities, and the ability to commit the time needed to carry out the role effectively is an ongoing challenge. Whilst the board has previously reduced the number of governor positions, there are currently positions vacant.

The board welcomes interest and enquiries from parents and others who feel they have something to contribute and are passionate about improving the life chances of children in the school; we'd specifically like to hear from you if you have financial, human resources or premises management skills and/or experience.

If you would like to find out more, please contact Mr Mike Mitchell (headteacher) 01772 422503 for information and an informal chat in the first instance.