

Garstang Community Primary School

VAF (Vision, Accountability & Finance)

The role of the Governing Body and the way forward.

September 2020 – September 2021

This document has been prepared at an extra meeting of the Governing Body on **21.10.2020** (minuted). It charts the progress of the Governing Body in relation to its three core functions. The final 'outcome' column is intended to be completed throughout the year. [Evaluation]

- This VAF document sits alongside the GPS spreadsheets which ensure all documents and policies are reviewed annually. Maintenance of individual spreadsheets is delegated to relevant committees. The whole document is available on the school one drive.
- The VAF is included as an item on all committee meetings. The chair of that meeting can then document any outcomes, which will be presented at the main Governing Body meeting.
- Committee Chairs may note any actions for inclusion in 2020/2021. Several of the 2019/20 actions have been carried forward as governors unable to action due to Covid 19 Lockdown.
- The Chair and Vice Chair of the Governing Body will maintain an overview and ensure all areas are covered.

Mission statement

At Garstang Community Primary School we treasure each and every one of our pupils. We create inspirational learning opportunities in a vibrant, supportive environment in which our pupils grow together and are excited about their future in an ever changing world.

School Improvement Priorities

1. To assess, plan, target, monitor and review gaps in pupils' learning and understanding, particularly in English and maths.
2. To assess, plan, target, monitor and review the impact of the ongoing effects of COVID 19 and the Summer Term lockdown on children's mental health and well-being.
3. To review, update and evaluate the teaching of reading within school so that reading scores are at least in line with the national average.
4. To raise the standards in maths to above national levels whilst maintaining positive progress scores through an increased focus on written and mental strategies and an emphasis on recall of key facts.
To identify and fill gaps in children's mathematical knowledge after the forced period of school closure.
5. To develop a curriculum that reflects the values and needs of Garstang Community Primary School pupils

(VAF) THE ROLE OF THE GOVERNING BODY AT GARSTANG COMMUNITY PRIMARY SCHOOL 2020-2021 (V)			
Core Function 1: ensure clarity of <i>vision</i> , <i>ethos</i> and <i>strategic direction</i> ;			
Area to develop	Committee	Actions	Outcomes/Impact
Monitoring of school & staff members through Covid-19 pandemic [Strategic Leadership] [People]	FULL	<ul style="list-style-type: none"> Chair regular meetings with Head Covid 19 risk assessment and procedure assessment Chair forum attended to keep notified on latest requirements Agenda item of staff wellbeing on F&R committee. 	<ul style="list-style-type: none"> Nominated Governor appointed (MB) to review Covid procedures Chair attended Zoom chair forum Autumn term – no further forums scheduled during lockdown Discussed Staff wellbeing at F&R committee
Review of children's academic & emotional wellbeing on return to school after lockdown [Strategic Leadership] [People]	FULL (CHAIR/VICE CHAIR)	<ul style="list-style-type: none"> Nominated Governor appointed Agenda item on curriculum committee 	<ul style="list-style-type: none"> Nominated Governor Appointed (AA) Summer term assessment by SLT informing planning for new academic year
Compliance with statutory & contractual requirements [Compliance]	ALL	<ul style="list-style-type: none"> Review of GCPS spreadsheet at informal meeting Review & Publish Statement of Principles Fire Safety Requirements GDPR Review of complaints policy on website Development of governor area of website 	<ul style="list-style-type: none"> GCPS spreadsheet updated at informal meeting and reviewed in individual committees. Development of governor website started – review of website compliance tabled for 2021/2022.
Community awareness [Strategic Leadership] Develop awareness of parents re the role of the governing body & seek parental engagement Continued awareness of possibility of major housing development, changing demographic and school impact	FULL	<ul style="list-style-type: none"> Questionnaires Visibility of governing board Attendance at parents' evenings/curriculum meetings/induction 	<ul style="list-style-type: none"> Pupil attitude questionnaire undertaken to assess well-being post Covid-19 lockdown Attendance of governors restricted due to Covid-19 restrictions on visiting school but Chair attended Yr 6 Leaving assembly and visited weekly during lockdown.

(VAF) THE ROLE OF THE GOVERNING BODY AT GARSTANG COMMUNITY PRIMARY SCHOOL 2019 – 2020 (A)			
Core Function 2: <i>hold the headteacher to account for the educational performance of the school and its pupils;</i>			
Area to develop	Committee	Actions	Outcomes/Impact
Continue the focus on mathematics – emphasis on mental maths [Accountability] [Structure]	SEC	<ul style="list-style-type: none"> Nominate governor with a specific remit regarding mental maths. Understanding of ASP re attainment in maths Identifying and understanding gaps from Covid 19 lockdown Ensure adequate funding and training for all staff. 	<ul style="list-style-type: none"> Nominated Governor appointed (LG) AD (maths lead) attends SEC. Analysis of NFER test results, gaps identified and teacher input undertaken and catch up premium to be directed accordingly. This will be followed up in detail at subsequent meetings.
Focus on English, particularly reading, and gap in children's attainment following lockdown [Accountability][Structure]	SEC	<ul style="list-style-type: none"> An agenda item on all SEC meetings Nominated Governor Consider how to monitor progression with assessment lead Ensure adequate funding and training for all staff. 	<ul style="list-style-type: none"> Nominated Governor appointed (PW) Assessment documentation reviewed in SEC committee and amendments to system approved. Staff undertaken training where possible under Covid (**examples?)
Curriculum development [Structures] [Accountability] <ul style="list-style-type: none"> Ensure that the wider curriculum is well planned, complete & delivered Monitoring introduction of new RSE curriculum 	CURR	<ul style="list-style-type: none"> Presentations by subject leaders to curriculum committee. Nominate governor for RSE Nominate governor for Curriculum development 	<ul style="list-style-type: none"> Nominated Governor appointed curriculum (PW) Nominated Governor appointed RSE (AF) Nominated Governors presented reports to full governors meetings to evidence their discussions on wider & RSE curriculum development.
Review of Assessment data [Accountability]	SEC	<ul style="list-style-type: none"> Continue to review Internal tracking system and its impact on attainment & progress (in particular, success in tracking the wider curriculum data) Monitor use of catch up premium & impact on attainment/closing the gaps. 	<ul style="list-style-type: none"> Analysis of assessment data at SEC undertaken to enable identification of children who have fallen behind their expected target Catch up premium monitored at several committees.

(VAF)		THE ROLE OF THE GOVERNING BODY AT GARSTANG COMMUNITY PRIMARY SCHOOL 2019 – 2020		(F)
Core Function 3: oversee the <i>financial</i> performance of the school and make sure its money its well spent;				
Area to develop	Committee	Actions	Outcomes/Impact	
Monitoring of variable costs to ensure best value for money [Accountability] <ul style="list-style-type: none"> Review of financial outturn statements & budgets Learning resources 	P/H&S F&R SEC	<ul style="list-style-type: none"> Review of financials Scrutiny of budgets Monitoring effect of new initiatives – eg Internal PROP scheme, replacement boiler Monitor use of catch up funding 	<ul style="list-style-type: none"> Financial statements reviewed at each F&R meeting and variances to budget scrutinised. Budget for 2021/22 discussed at Spring F&R and cost savings identified. Increased expenditure (e.g appt of new apprentice TA) discussed in detail before recommending to Full Governors. Catch up funding use discussed at F&R meetings and curriculum. 	
Safeguarding and school security [Compliance] [People] <ul style="list-style-type: none"> Physical security of children and staff Safeguarding Covid 19 protection measures 	PH&S FULL CHAIR	<ul style="list-style-type: none"> Continue to review the physical safeguarding issues at school, eg fences, preschool path etc Ensure safeguarding training for staff and governors – All governors should read Keeping Children Safe in Education. Safeguarding governor should have up to date training. Appoint nominated governor to review Covid 19 measures in place in school to ensure safety for children and staff. 	<ul style="list-style-type: none"> Discussions commenced with Oak Tree Nursery to erect a new (temporary) building on school grounds. With this would be better safeguarding for both school and nursery. Governors are considering proposals and to meet with SE to discuss further. Governors confirmed that all read updated KCSIE documentation Accessibilty issues addressed by P/H&S to add new accessible toilet in reception area. Further accessibility aids to be addressed in Autumn term. Nominated Governor appointed (MB.) Updates provided by MB and SR to P&R committee. 	
Consider financial sustainability in response to dwindling reserves [Accountability]	P/H&S F&R	<ul style="list-style-type: none"> Identification of potential savings Cost effectiveness of staffing levels Benchmarking against other schools. 	<ul style="list-style-type: none"> Savings considered in budget setting Considerations of staffing levels to ease budget made around appointments of Tas Benchmarking exercise undertaken in Spring F&R meeting. 	

Continue to identify and explore other funding opportunities [Accountability]	F&R PH&S	<ul style="list-style-type: none"> • Pursue opportunities for other sources of funding for grounds or IT development. • Consider sponsored events to raise funds for specific areas 	<ul style="list-style-type: none"> • Funding acquired for new roof from LCC condition led programme – no current timescale but hopefully 2021/22
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