

Boughton under Blean & Dunkirk Methodist Primary School Governing Body Annual Statement 2017-18

The Governing Body of Boughton under Blean and Dunkirk Methodist School strives to be outstanding in its support and challenge of the school leadership to ensure the best education possible for pupils. This is achieved through

- using the School Values as a framework to set the future strategic direction of the school
- thorough and regular monitoring of objectives stated in the School Plan
- ensuring the highest standards of Safeguarding operate within the school
- monitoring the school's financial management
- pro-active interaction with school stakeholders ☒ undertaking a cycle of regular policy review
- keeping abreast of developments in education through training and attending governor briefings
- when required, convening a Panel to hear formal complaints

Governing Body Membership & Attendance

The Governing Body has 13 constituted positions and its work is supported by a highly experienced and competent Clerk. At the beginning of the 2017-18 academic year a vacancy for a co-opted governor was created with the resignation of Jo Dawes due to family circumstances. Nicky Brown was appointed co-opted governor and Carol Clayson associate governor. The Chair of Governors, Dr Jessica Boyle submitted her resignation to take effect at the beginning of Term 3 2018. This was due to her ongoing and demanding professional development, her work schedule and her family. Rupert Kerrell was appointed Chair to succeed her. One foundation Governor resigned to take effect at the end of July 2018 due to her work promotion and relocation.

Six Full Governing Body Meetings were held during the year. All meetings were quorate. Attendance of serving governors at these meetings was 89.75% across the year. All apologies for absence were accepted.

Review of Strategic Plan

This was delayed for approval in Term 4 2019.

Policy reviews

Governors reviewed school policies regularly throughout the year to keep them up to date on KLZ an in the website.

Monitoring Visits

During academic year 2017-18, the governors undertook 23 monitoring visits of the school. The visits were structured to ensure governors could undertake monitoring thoroughly and work with a number of different members of staff. Monitoring visits were usually undertaken by pairs of governors, lasted 1-3 hours and were aligned with the school plan or governors' statutory duties. Governors provide written reports to the rest of the governing body. During 2017-18 the visits undertaken included the following:

Visit Subject	Number of visits
Provision of Pupils' Personal Development, Behaviour & Welfare	2 visits
Effectiveness of Leadership & Management	3 visits
Quality of Teaching, Learning & Assessment	3 visits
Monitor School Outcomes – Data tracking	2 visits
Finance	4 visits
PE & Sports Premium spending	2 visit
Head Teacher appraisal and mid-year review	2 visits
SIAMS	1 visit
SEND	1 visit
Health & Safety	2 visits

Members of the governing body also participated in visits and activities not specifically connected to their governor role. Governors supported the school with visits to performances and accompanying children on school outings, weekly voluntary activities such as listening to pupils read and driving school minibuses. Governors carried out termly checks upon the school's Single Central Register to ensure its accuracy and completeness.

Training During 2017-18

Most governors and the clerk have attended training sessions and governor district meetings to ensure their knowledge and practice remains current. These have been on a diverse range of subjects examples of which are: Dealing with Complaints, SEND, quarterly briefings. Courses are provided by the Local Authority (through an annual subscription) or via e-learning. In addition, four governors attended a school staff INSET day in September.

General Data Protection Regulation (GDPR)

Jo Cottenden attended training on the new GDPR statutory requirements. GDPR relates to the way we use and protect data and is relevant for all companies and businesses from the EU member states. The school needed to be GDPR compliant by the 25th May. This entailed the staff and governors giving greater thought to the way that they use, transfer and keep data as well as ensuring that the details of pupils and families were protected in the right way. As a result, all governor communication was to be through KLZ.

The Governing Body welcomes interest from parents or members of the local community who may wish to consider becoming a governor or associate governor in the future. Vacancies for community governors will be advertised in the community magazine. The Chair may be contacted via the school office to discuss the requirements of the role informally.