

# GOVERNING BODY OF LADY BANKES SCHOOLS

## COMMITTEE SUMMARY INFORMATION

SEPTEMBER 2020



### How the governing body delegates and distributes its duties

The governing body agreed to form the following committees on 1<sup>st</sup> April 2016, memberships were agreed at the first Governing Body meeting of the year. New governors are allocated committees as they join the Governing Body. The structure and committees are reviewed annually.

Committees	Assessment & Data	Finance & Personnel	Curriculum & Community	Premises, Health & Safety
<b>Committee Chair</b>	Fiona Waddingham	Jo Coxwell	Lucy Newton	Tracy Nunn
<b>Committee Governors</b>	Charlotte Moore Jo Coxwell Tim Richards Kate Needs Sue Dyer Yvonne Donaghey	Charlotte Moore Fiona Waddingham Kate Needs Kirsty Freeman Tim Richards Sue Dyer	Kate Needs Kerry Cronin Kirsty Freeman Sue Dyer Yvonne Donaghey	Charlotte Moore Kirsty Freeman Kate Needs Sue Dyer
<b>Associate Members</b>	Caroline Taylor Laura McFadden Suzanne McCarthy		Caroline Taylor Suzanne McCarthy Ben Hagreen	
<b>Other Attendees</b>		Tracy Nunn Sharon Adams Sue Barber		Chris Collins Phil Jones
<b>Remit of the Committee</b>	- To review and evaluate key assessment documents and provide regular diagnostic and summative feedback on the progress of the school.	- To regularly monitor the school's financial management, financial performance and budgetary controls, approve a proposed budget and ensure financial compliance with all statutory requirements. The committee also reviews Performance Management and staffing needs.	- To address/monitor all aspects of pupil progress/ provision and the effectiveness of leadership and management in driving improvements. - To monitor impact of pupil premium expenditure. - To consider welfare and medical needs. - ICT/e-safety including social media. - Pupil behaviour and attendance. - Standards and attainment levels. - Collective Worship.	- To ensure that the school provides a safe environment for anyone entering the premises - this includes liability under the Health & Safety at Work Etc Act 1974 and the Occupiers Liability Act 1984. Also, a duty of care to everyone entering the school premises and avoiding breaching that duty. To ensure that the school takes appropriate action with the aim of making sure that children are kept safe in the educational setting.

<p><b>Key delegates duties</b></p>	<ul style="list-style-type: none"> <li>- To review, monitor and evaluate the school's data and assessment strategy.</li> <li>- To review, monitor and evaluate end of key stage outcomes against school, local and national data.</li> <li>- To hold school to account to ensure all groups of pupil progress and ensure impact versus expenditure demonstrates value for money.</li> <li>- To work with school to identify key focus areas based on data assessment analysis for inclusion in the School Improvement Plan.</li> </ul>	<ul style="list-style-type: none"> <li>- To review/monitor the school's financial management and performance.</li> <li>- Agree and set the budget.</li> <li>- Monitor and evaluate the effectiveness of performance management and staffing levels.</li> </ul>	<ul style="list-style-type: none"> <li>- To ensure that all pupils have access to a broad and balanced curriculum, meeting the needs of all pupils as set out in the curriculum.</li> <li>- To monitor the provision of pupil premium.</li> <li>- To monitor the implementation of MLV in the Early Years Foundation Stage.</li> </ul>	<ul style="list-style-type: none"> <li>- To review and update policies owned by the committee.</li> <li>- To work with the Headteacher, Site Manager and Facilities Manager to monitor the premises, identify essential maintenance work and report findings to the Governing Body.</li> <li>- To consider health and safety issues associated with the building and the site.</li> </ul>
<p><b>Meetings held in each academic year</b></p>	<p>Four meetings</p>	<p>Seven meetings</p>	<p>Three meetings</p>	<p>Two meetings</p>
<p><b>Key decisions made and impact</b></p>	<ul style="list-style-type: none"> <li>- Implementation of a standalone Assessment &amp; Data Committee in September 2014 has enabled the Governing Body to provide focussed and robust review and evaluation of all aspects of school and local/national data.</li> <li>- The committee's focus and extensive understanding of pupil premium data enabled Data &amp; Assessment governors to provide outstanding governance support during the July 2015 Ofsted which contributed to the 'Outstanding' judgement given.</li> </ul>	<ul style="list-style-type: none"> <li>- Agree the budget. This is becoming more challenging as budgets are stretched. However, both schools were able to submit three-year budgets that balanced.</li> <li>- Review and discuss the outcomes of the Performance Management cycle.</li> <li>- Appoint new Heads and Assistant Heads to both schools.</li> <li>- Appoint a joint SENDCO to work across both schools.</li> <li>- Appoint a School Business Manager to work across both schools.</li> </ul>	<ul style="list-style-type: none"> <li>- The implementation of MLV has had a positive impact (Outstanding Ofsted) and is being cascaded from Reception to Nursery.</li> <li>- The decision to set up a new Assessment &amp; Data Committee has allowed the Learning &amp; Welfare Committee to gain a deeper involvement in other areas.</li> <li>- The development of community links is driving the school forward in the local community.</li> </ul>	<ul style="list-style-type: none"> <li>- Successful Health &amp; Safety audit.</li> <li>- IOSH training identified for Site Manager. (Now successfully completed).</li> <li>- Implemented fire risk assessments across the school.</li> <li>- Staff completed fire awareness training.</li> <li>- Sensory room provided in the Nursery for SEN pupils.</li> </ul>