

Governor Statement 2016 -2017

Holy Trinity C.E. Primary School has experienced considerable change over the past year which has provided plenty of challenge for the Governing Body. The overall purpose of the Governing Body is to help the school provide the best possible education for its pupils by helping to drive school improvement.

The main functions of a Governing Body are:

1. Ensuring clarity of vision, ethos and strategic direction.
2. Holding the headteacher to account for the educational performance of the school and its pupils, and the performance management of staff.
3. Overseeing the financial performance of the school and making sure its money is well spent.

In addition to this, as Holy Trinity is a Church Aided School, we must ensure that the school values and Christian ethos are upheld at all times.

The structure of our Governing Body

We have 14 governors and the make up of the Governing Body is:

- 8 Foundation Governors (appointed by the Church), including 3 parents and the Vicar of Holy Trinity Church.
 - 2 Staff Governors (including the Head Teacher)
 - 2 elected parent Governors
 - 1 Local Authority Governor
 - 1 Co-opted Governor (staff)
- We also have 1 Associate Governor

The Governing Body works as a corporate body. The workload is shared using the skills and expertise of all, so all members have different allocated responsibilities. We are very fortunate to have a Governing Body with a wide range of skills and experience, and the governors support our school community. The positive and friendly team ethos is vital in carrying out this work.

Meetings

The full governing body meets six times a year, and the three sub-committees (Finance, Premises, and Staffing, Curriculum and Spirituality) which have responsibilities delegated from the full governing body, also meet six times a year. In addition there are small committees which meet less regularly. Governors are involved in recruiting new teachers and staff throughout the year and have many additional responsibilities.

The most important documents reviewed annually by our governors:

- The Self Evaluation Form (SEF) is the school's own grading against the current OFSTED criteria. The governors review the different sections of the SEF during the year and ensure that there is evidence to support the judgements. Areas of strength and weakness can then be determined and targets for improvement can be decided.

- The School Development Plan (SDP) is a key document for school improvement which identifies the main development priorities and tasks to be carried out over the coming year. The SDP is written by the Headteacher, with contributions from the teaching staff and governors and is reviewed and updated throughout the year. Governors conduct regular monitoring visits on specific areas of the SDP and report back to the full governing body with their findings and any recommendations. Governors were pleased to find very good progress this year.
- The school's performance data is the key indicator of pupil attainment and progress throughout the school. One governor has responsibility for analysing the data, working closely with the Head Teacher and other members of staff. The data is presented and analysed at committee meetings and also monitored during governor visits. Data is analysed for year groups, key stages, subjects, abilities, special needs and other groupings of pupils, to ensure the school is doing everything possible to help all children achieve their potential.
- The Schools Financial Value Standard document is a tool which helps the governing body to manage the school's budget effectively and wisely. The Finance Committee works with the school's Bursar and oversees the financial performance of the school. They monitor spending, ensuring that the money is well spent according to the school development priorities.
- As a Church of England Voluntary Aided school, we also evaluate our performance against the Self-evaluation Toolkit for Church of England Schools.

The school works in partnership with West Sussex schools advisers to monitor and validate school judgements, data, SEF and SDP, and with the Diocese for the Church Toolkit and expectations.

Changes in Leadership

Mrs Ann MacGregor took up the post of Head Teacher of Holy Trinity School on 1st September 2016 and Mrs Sally Smitherman and Mrs Emma Saunders became Assistant Heads for one year. From the start, Mrs MacGregor had a very clear understanding of all that was needed to drive the school forward and the new leadership team have worked exceptionally hard to do this. The teaching staff have supported the changes that have taken place and as a result real progress is being made by a united staff.

A new tracking system (Target tracker) for the assessment of children's attainment and progress has been introduced, to provide the necessary assessment data and to meet the requirements of the new national assessment procedures. Analysis of this data informs teachers of what the children have achieved and how best to plan for their future progress.

The introduction of The Power of Reading aimed to improve the standards and rates of progress in writing throughout the school and it has been very successful. The new book corners in each classroom inspire everyone and the scheme is very popular with the children. To improve the standards and rates of progress in Maths all year groups are now taught separately and the White Rose scheme has been introduced. Targeted teaching in small groups has also benefited many children.

Expansion and Building work

All building work for the school expansion was completed on schedule and the construction company moved off site before Christmas 2016. The school had had to organise the movement of classes while the necessary work was carried out, so that disruption to the children's education was minimised. Throughout the autumn term 2016, Years 3 and 4 were taught in the temporary classrooms in the grounds and Reception and Year 1 moved temporarily into the ground floor rooms of the new build. However, at the beginning of the spring term 2017 with the completion of the project, all classes were able to move into their permanent rooms in the main building. Teachers and children love their new accommodation and the school facilities have been greatly improved with the extended school hall, refurbishment of the staff room, provision of office space, new Special Educational Needs (SEND) office and Sensory room, and the provision of toilets and refurbishment in the Reception and Year 1 area. Staff and governors are delighted with the results of the building project.

Governors attended the regular monthly meetings with Sunninghill Construction Company, WSCC representatives, and other concerned parties, as well as meetings specific to certain related issues such as furnishings and fittings. We are very lucky to have worked with such a considerate and co-operative group of people. However, it is very good to be able to focus completely on the education of the children again and to have all children in one building.

The new building was officially opened by the Bishop of Horsham on 7th July 2017.

Parking and traffic issues remain, although there is now a drop off zone for parents to use in the mornings and new road markings are in place. Assessment of the problems is continuing as safety of the children is our primary concern. The school continues to ask parents to drive and park safely and with consideration for others at all times.

The Future

The completion of the building work to expand the school fulfils one of the strategic objectives held by the Governing Body and a review of our vision, values and strategic objectives for the school was needed. Staff and governors looked at our vision and values during our INSET morning in July and work is continuing to develop these fully for next year. We are looking forward to having a settled year with strong leadership and a dedicated team of teachers in our wonderful new buildings. This will allow all the changes that have been made this year to embed and enable the school to continue to move forward, opening up exciting opportunities for all. The priority of the Governors remains to provide the best possible education for our children in a happy school underpinned by our Christian ethos and values.

Janice Peek
(Chair of Governors)

July 2017