

# The Governing Body of St Michael's C of E (Aided) School, Aldbourn, Wiltshire

Dear Parent/Carer

This letter explains what your school governors do and how we operate within the school in our role as a "critical friend" to the senior leadership. Governors at St Michael's are responsible for the following:

- ensuring that the school delivers the best educational and learning environment possible
- ensuring that the vision and ethos of the school is maintained, where each child develops a love of learning and an appreciation of the world, underpinned by Christian values.
- moving the school forward with a clear strategy
- Monitoring the finances and ensuring that the money is well spent

## Our Strategy

Since last year and the welcome outcome from our OFSTED inspection our strategic review in May has been focused on maintaining our Outstanding status and ensuring that we continue to improve under Judith Arkwright's leadership. We still adhere to the following guiding principles:

1. **To be outstanding** and at the same time maintain our ethos and remain a friendly and caring school
2. **To improve communications with parents and our local community.** Through home school relations to engage parents to assist with educational achievement, but also to keep parents well informed about their children's and the whole school's progress. Also to ensure that all feel welcome which may in some cases lead to them volunteering their time and support.
3. **To sustain 7 classes (single form entry)** but not to expand beyond this.
4. **To build relationships outside the school and ensure that we have the best structure for our children's needs:** Relationships include those with our contractors, pre-school and after school activities as well as other performing Wiltshire Primary Schools with whom we share best practice. We are considering together the benefits of a move to Academy status and may consult further with parents over the coming school year but in the meantime we are reassured by Excalibur Trust's recent public statement that "Every child living in catchment attending a feeder primary will be admitted this year and in future years. Current policies will reflect this position".
5. **To be a distinctive church school within the community** where we encourage the school to teach Christian values and give pupils an opportunity to reflect on what they learn about

other world religions.

6. **To ensure that the school Premises are fit for our long term purpose**, which involves short term improvements and longer term planning. In addition to the improvements already made to the Key Stage 1 area we have now secured permission for a further extension to improve this space. Building works will take place over the Summer holidays.
  
7. **To monitor the curriculum and introduction of our new Depth of Learning evaluation system**, which has proved successful over the last academic year. It is a thorough and consistent method to assess each child's progress and ability. Both staff and children have engaged well and early results are promising.

## **Recent Success and Challenge**

As you are all no doubt aware St Michael's was awarded Outstanding Status in 2016, a mark of our commitment to improving St Michael's over recent years. We do not intend to stop there and will continue to improve despite the increase in the number of pupils. Our creativity and determination will ensure we continue to meet the needs of the children. You will continue to be informed in a quarterly update via the newsletter and via our weekly St Michael's Post.

## **Parent Survey**

Thank you for filling out our parent survey earlier this year. We were pleased to see that you think the school is performing well and have attached a summary of the results to this letter at Appendix 2.

## **How we go about our work**

The minutes of the Full Governing Body are available in the entrance lobby in hard copy or in soft copy on request. Together with the minutes from our regular committee meetings they demonstrate how we hold the senior leadership to account for the performance of the school and identify strengths and weaknesses.

### **Full Governing Body**

This meets five times a year to give all the governors an opportunity to share reports from their areas and discuss the success of the school in general. Strategy is considered by all governors in an annual all day meeting.

### **Premises and Finance Committee**

Six Finance governors approve the school budget, scrutinise Income and Expenditure Reports and agree major purchasing decisions. They ensure value for money and that funds are spent on strategic priorities. They also help to attract investment to secure some of these improvements.

### **Staff Committee**

Three Staff governors act to ensure that the school's staffing structure is appropriate for the numbers of pupils on role to ensure the best education and pastoral care for pupils and ensure the senior leadership has the necessary practical support in the day to day running of the school.

### **Pay Panel Committee**

Four governors consider the staff's pay awards based on performance management targets and review.

### **Monitoring and Evaluation Committee**

Eight governors share the task of closely scrutinising the performance of the school in four areas:

- Maths and Literacy
- Quality of Teaching and Learning
- Spiritual, Moral, Social and Cultural
- Leadership and Management

**Communications Committee** - four governors keep relations with parents and partners under review, including management of the website and promotion of the school

**Health and Safety** - one governor has responsibility for keeping this under review

**Performance Management** - three governors examine staff performance

**Child Protection** - one governor has the job of reviewing this area with the appropriate staff

**SENCO (Special Needs)** - one governor has the job of reviewing this area with the appropriate staff

### **Parent Governor Vacancy**

Next academic year we have a vacancy arising for a parent governor, a role which does require a work and time commitment towards the school. We will send out a letter with more information about the election process at the beginning of next term. We are looking forward to welcoming another governor to the team.

The aim of this letter is to give you some idea about the work that we carry out on behalf of you and our local community in keeping St Michael's the successful school it is today. There are pictures of us all in the entrance hall to the school and you can see who we are on the school website <http://www.stmichaelsaldbourne.co.uk/our-team/governors/>. Individual attendance at governor meetings is evidenced in the Appendix 1. You will find us all very approachable if you decide you would like to learn more about how we work.

With kind regards,

Yours sincerely,

A handwritten signature in black ink, appearing to be 'SK', with a horizontal line extending to the right.

Simon Knighton

**Chair of Governors**

Appendix 1

**Governors' Attendance 2016/2017**

<b>Governor</b>	<b>Category</b>	<b>26.9.16</b>	<b>30.11.16</b>	<b>9.2.17</b>	<b>4.4.17</b>	<b>29.6.17</b>	<b>Term of Office start</b>	<b>Term of Office end</b>
Liz Morris	Foundation						8.2.10	7.2.18
Caroline Kaneen	Foundation		Apologies				1.1.11	31.12.18
Nadia Aylett	Foundation			Apologies			29.2.16	28.2.20
Lorna Moore	Foundation						9.2.16	8.2.20
Viv Bayne-Jardine	Foundation				Apologies		9.2.16	8.2.20
Kate McPhedran	Foundation						18.4.16	17.4.20
ExOfficio Candice Marcus	Foundation	Apologies		Apologies			27.9.11	26.9.18
Marguerite Seward	Foundation						13.7.16	12.7.20
Judith Arkwright	Staff						6.2.07	7.4.21
Linda Maslin	Staff						27.11.08	16.11.18
Simon Knighton	Authority						11.2.04	14.5.18
Fran Bishop	Parent						27.11.13	20.10.17
Patrick Zebedee	Parent						14.11.14	16.11.18
Rupert Bound	Co-opted				-		5.11.10	31.12.18
Victoria Parmiter	Associate	Apologies					7.2.05	3.3.17
Ben Everitt	Associate	First					27.09.16	26.09.20
Sandy Martin	Clerk				Apologies			

Appendix 2

Your feedback matters. It will help us to focus on what is important to you. Here are some of the things you told us in this year's parent survey...

99%

strongly agree / agree

'My child is happy at this school'

90%

strongly agree / agree

'Bullying is not tolerated'

98%

strongly agree / agree

'My child receives homework appropriate to their age'

99%

strongly agree / agree

'School makes me feel welcome'

100%

strongly agree / agree

'The school has high expectations of pupils'

100%

strongly agree / agree

'The school is led and managed effectively'

82%

strongly agree / agree

'I am happy with the school lunches provided for my child'

73%

strongly agree / agree

'My child knows how to keep safe online'

98%

strongly agree

'The school meets the needs of my child'

99%

strongly agree / agree

'The school teaches my child Christian values and has a Christian ethos'

98%

strongly agree / agree

'My child feels safe and secure in school'

100%

strongly agree / agree

'My child is supported to reach their full potential in a caring and nurturing environment'

