



**Annual Governance Statement for the Governing Body of Shorefields School**  
September 2019- July 2020

In accordance with the Government’s requirement for all governing bodies, the three core strategic functions of Shorefields School Governing Body are to:

- 1. Ensure clarity of vision, ethos and strategic direction;**
- 2. Hold the head teacher to account for the educational performance of the school and its pupils; and**
- 3. Oversee the financial performance of the school and making sure its money is well spent**

<b>Governance Arrangements</b>	<p>The Governing Body is made up from representatives of the employed staff, the local authority, the local community and parents of pupils at the school as full members of the Governing Body, serving on one or more of its sub-committees. Throughout the year governors have successfully recruited two new governors including a local authority governor. This currently leaves one co-opted vacancy on the governing body; and as usual the governing board are proactive in the continued recruitment.</p> <p>During the academic year 2019-2020, the ongoing work of supporting, monitoring, evaluating and guiding the education of pupils alongside the head teacher has continued with full governing body meetings, committee meetings, and planned or ad hoc governor visits to the school. However they have recently adapted to a new way of working virtually to support the school due to the coronavirus.</p> <p>The full governing body meet twice in the autumn term as well as once in the spring and summer term. Each of the three committees - the <b>Curriculum and Pupil Committee</b>, the <b>Personnel and Pay Committee</b>, and the <b>Finance and Premises Committee</b> - meets termly in order to consider different aspects of the school in detail, throughout this year the Finance and Premises committee have had an additional meeting in the Spring term to approve the school’s academic budget. The meetings are supplemented by governor ‘consultative and monitoring visits’ by governors – singly or in small groups - in order to focus on particular issues. We also have ad hoc committees that meet, but only if required, to consider pupil discipline, staffing and any other matters.</p>
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	<p>During the previous year, the school was rated “outstanding” by OFSTED for the fourth consecutive inspection and governors continue to support the school’s senior leadership team to further develop the outstanding provision they offer and push boundaries to the limit for the benefit of the pupils.</p>
<p><b>Attendance record of governors</b></p>	<p>Governor’s attendance records for this academic year and previous year can be obtained on the school website <a href="http://www.shorefields.essex.sch.uk">www.shorefields.essex.sch.uk</a> in the Governors section.</p>
<p><b>The work that we have done on our committees and in the governing body</b></p>	<p><b><u>The Full Governing Body</u></b>          During these meetings, school governors have overseen the work of the three main committees and formulated systems for them to adhere to.</p> <p><b><u>Extra Ordinary Full Governing Body Meetings</u></b>          Due to the global pandemic, governors have strategically supported the schools senior leadership team during the ongoing coronavirus pandemic. Governors have often met remotely, via virtual conferencing platforms, to ensure the safest provision is in place for pupils and staff attending the school site while helping to ensure those not attending school still have some access to provision</p> <p><b><u>Curriculum &amp; Pupil Committee</u></b>          Throughout the year, governors have been actively involved in supporting the work of the school, in a number of areas. The committee have supported the school with their new approach to the school development plan. This has seen teachers undertaking CPD research development to implement across school to the benefit of the pupils learning.</p> <p>Since the outbreak of coronavirus governors ratified a range of curriculum related policies that have had to be altered due to the above outbreak, an example of this is the newly revised child protection procedures.</p> <p>The link governor for PPG and Sports Grant funding has visited and met with members of the Senior Leadership Team, to establish how these funding streams have had positive impact on individual learners. Governors are closely monitoring the impact of interventions provided by these additional funding streams and have evidenced increased attainment for PPG students.</p> <p>Senior leaders strive for outstanding education and have continued to develop the person centred approach to for all pupils. The ambitious qualification framework which is fully implemented within the college phase has resulted in learners, both in KS4 and KS5 phase, to achieve relevant qualifications appropriate to their individual need</p>

The school's Careers Education, Information Advice and Guidance lead (CEIAG) has been key in developing careers related learning and next steps guidance across college. Furthermore Governors have continued to monitor through the CEIAG link governor the implementation of the 'provider programme' ran by CEIAG lead where learners of all abilities in KS5 are offered meaningful taster sessions at post 19 provision opportunities.

#### **Pay & Personnel Committee**

This committee oversees the pay changes for teaching staff, whilst also ensuring full compliance to the performance management review system. Ensuring it is fair and equitable whilst monitoring the; performance of teachers, scrutinises with rigour evidence supporting pay progression and if agreed action recommendations, constructively challenges the head teachers self-evaluation regarding teacher performance and validate decisions made and celebrates staff achievement through the Essex Teaching Awards. Throughout the year Committee members undertook a number of useful consultative and monitoring visits: one of which was to check on the efficacy of the single central record and Confidential matters relating to pay were dealt with by members as they reconstituted themselves as the pay committee after the first personnel-related part of the meeting.

#### **Finance & Premises Committee**

During this year, governors have supported the school senior leadership team after the departure of the school business manager. In the interim governors' supported the school in seeking a temporary school business management agency. Whilst governors pursued their successful recruitment drive for a new school business manager.

Committee members are active in their review of financial documents presented and continue to monitor expenditure. The Schools Financial Value Statement summarising their work in this area has been completed in sections throughout the year and submitted, recommendations arising from the Internal Audit Report have been reviewed and acted upon.

The link governor for GDPR continues to monitor data protection procedures in school and has ensured that following a data protection audit, recommended improvements have been acted upon and has reported back to both committee and governing board meetings.

With regards to finance and health & safety, the advice and recommendations from the other two committees have been taken into consideration and acted upon and reported back. A new link

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	<p>governor for health and safety has been appointed and has undertaken health and safety monitoring of the premises and grounds, drawing up action plans.</p> <p>Governors have carefully reviewed the budget plan and are fully aware of the schools financial situation. Senior leadership as well as governors have seen the management accounts for scrutiny ensuring that school expenditure is in the best interest of the pupils. Governors are aware of banding issues and have been liaising with the local authority about how to resolve these issues which would result in the school receiving the appropriate funding for all pupils.</p> <p>Minutes of governing body and committee meetings are obtainable via the school office and are available upon request.</p>
<b>Future plans for the governors</b>	<p>The Governing Body is looking forward to its work during the school year 2020-2021 either virtually or in person, which will be driven by a number of priorities, including:</p> <ul style="list-style-type: none"><li>• Supporting the schools senior leadership team in the continued safe phase reopening of the wider school.</li><li>• Closely monitoring the schools budget plan to ensure sustainability for the school in a difficult economic climate.</li><li>• To actively seek and appoint a new governor to support the future development of the governing body.</li><li>• Continuing to monitor the aspirational teaching that Shorefield's provides for all pupils within its care.</li><li>• To provide support to the new school business manager ensuring all strategic functions are met.</li><li>• Continuing to support the Head teacher &amp; the senior management team in their professional development, offering support &amp; advice as required.</li></ul>
<b>How you can contact the governing body</b>	<p>We always welcome suggestions, feedback and ideas from parents. Please contact the Chair of Governors, Brian Davis, via the school office.</p>