

Prior Heath Infant School



Status confirmed 2010!

4 December 2013

Meeting of the Governing Body, 19 November 2013

School upgrades

Year 1 classroom refurbishment was completed over the summer. The solar panels are already saving the school money, and more energy saving lighting has been installed in the front of the school. Parent Pay, our cashless office system is now operational. Following the remarking of parking bays in Prior Heath car park and a subsequent meeting with the school new signage and additional markings have been introduced to provide further parking spaces. The school is still in consultation with Surrey Heath Borough Council to further improve parking arrangements.

A trim trail is to be installed with the support of the PTA, and the school has won awards for our sustainability garden and the bug hotel. We have now achieved Silver Eco-Schools status and been reaccredited with Healthy Schools status.

The change of ownership of the nursery was noted.

The Governing Body

The Governing Body represents all the key stakeholders in the school, with members nominated by Surrey County Council, the parents and the staff, and additional members to represent the community.

We are delighted to welcome new Parent Governor James Prior and Community Governor James Marshall. We have vacancies for two parent and one community governor to join the team. As this was the first full meeting of the Governing Body in the new school year, a number of appointments were made. Howard Mason was re-elected as Chair, and Paul Heagren took on the role of Vice-chair. In order to support the new processes for performance-related pay, the work of the former Personnel Committee was divided between a new Pay Committee and the Resources Committee. The Curriculum Committee continues as before. The terms of reference of these committees that undertake much of the work of the Governing Body were reviewed and the membership updated.

Statutory and recommended specialist Governors were also appointed:

Link	Jill Harris
Child Protection	Howard Mason
Special Needs	Emma Batley-Hammond
Children in Care/Pupil Premium	Kate Dunnage
Eco schools	Martyn Keates
Health and Safety	James Prior

All the Governors sign a Code of Practice which serves as a reminder of the objectives and expectations of the role. A copy is available from the office. An Experience and Skills audit has been undertaken to ensure that the Governing Body have the knowledge and skills for effective governance.

Strategy and Planning

The Governing Body focuses each of its meetings on one or two facets of the Ofsted assessment criteria and one or two aspects of the School Development Plan, to ensure that plans are being effectively executed, and improvements achieved and sustained with the necessary level of evidence.

This term we looked at (SMSC) Spiritual, Moral, Social and Cultural development and the measurement of Achievement of the school to confirm our assessment and supporting evidence.

Governors are being assigned to track specific School Development Plan targets when undertaking Learning Walks to validate progress against SDP objectives. This term we looked at Science, Maths and Special Educational Needs, and agreed the dates for visits for the Spring term.

A special working group continues to track the evolution of the academy process to ensure that the school remains fully informed of the options and benefits.

The next School Development Plan meeting with staff, governors and parent representatives will be held on 4 February 2014.

School Curriculum

School improvement priorities have been driven by the careful assessment of pupil development and the need to sustain the outstanding results achieved in 2013, with virtually every child achieving expected or more than expected progress, and the School being in the top 5% in the County. A number of development opportunities have been identified and will be embodied in the School Development Plan.

The school has exceeded its absence target for 2013, and has been set a tighter target for the next year. Thank you to all parents for your support in this area.

The new curriculum has now been published and the next year will be spent embedding this into the teaching plans. The staff will work closely together to use the new curriculum to enhance current provision.

The school website publishes statutory and other useful information online. This includes the Pupil Premium and Primary PE and Sports Funding statements. The school still plans to publish a prospectus as a marketing aid each year.

School Policies

The following policies were reviewed and adopted as part of the annual cycle.

- Pay Policy 2013/14
- Recruitment and Selection
- Appraisal
- Parents Guidance and Schools Guidance on Concerns
- Governor Charging and Remissions/Lettings Policy
- Attendance
- Behaviour
- Child Protection and Safeguarding
- Sex and Relationships
- Single Equality Scheme

Parents are reminded that copies of the school policies are available in the school office - this notification is a statutory requirement.

Budget

The school is operating in line with the budget for this year. Surplus funds have been committed for future maintenance work. Expenditure has been compared with similar schools to validate our expenditure.

The Surrey Heath Learning Partnership offers the opportunity to pool resources and costs in a number of areas such as training, and also acts as a valuable networking aid for staff. Value for money and impact of training continues to be monitored by the school.

Meetings during the year

The Governing Body plans to meet on 11 March and 3 July.

Howard Mason, Chairman of Governors