



Annual Report on the Evaluation of Governor Effectiveness, 2022-23

Background and Context

This annual report provides an evaluation of the Governing Body effectiveness during the period under review.

This report comprises the following sections:

- 1 Overview
- 2 Meetings of the Governing Body
- 3 Remit and achievements of the Governing Body and its committees
- 4 The composition of the Governing Body and its committees, and attendance

1 Overview

The governing body conducts its business to take account of the three roles of the governing bodies as outlined in the Governors' Handbook:

- Ensuring clarity of vision, ethos and strategic direction;
- Holding the Headteacher to account for the educational performance of the school and its pupils;
- Overseeing the financial performance of the school and making sure its money is well spent.

The day to day management of the school is the responsibility of the Head teacher and senior leadership team.

The governing body also ensures that the school complies fully with statutory safeguarding procedures. All staff have signed a record to confirm they have read Part 1 of the DfE statutory guidance "Keeping Children Safe in Education". The governing body has familiarised itself with the document and are working with the safeguarding lead in school to complete the annual safeguarding audit.

2 Meetings of the governing body and attendance

The Full Governing Body met on 5 occasions and each of the two sub committees met which met 3 times during the year. All meetings were clerked by a trained professional clerk.

2022/3 marked the return to in-person meetings, although the sub committees continued to be online, primarily for reasons of efficiency. The Committee has enjoyed a good level of engagement and debate, helped by in-person meetings.

Governors have good attendance at meetings overall. Apologies for non-attendance are considered on an individual basis; governors are aware through the code of conduct that non-attendance, which includes apologies not being accepted, will result in the removal of a governor six months from the date of first non-attendance. No Governors were removed as a result of non-attendance during this period.

3 The remit and achievements of the governing body and its committees

Through all activities Governors have supported and monitored the School against the key priorities for 2022-23, which are:

Shire Oak – Key Priorities

- To improve our quality first teaching and classroom provision so that we meet the needs of all children, including those with SEND, EAL or who could be working at greater depth. (We will do this through well planned, resourced and taught learning, a graduated approach for children with additional needs and effective deployment of support and specialist staff.) (Equalities note: Explicit planning for children with SEND and EAL is necessary to ensure they make the best possible progress in class. Inclusive classroom teaching that focuses on the needs of all the pupils in class helps support all our children and takes account of their diversity.)
- To ensure a consistent, whole school approach to the teaching of English including early reading and writing (phonics), reading and writing. (Equalities note: We know that this systematic approach best supports children with language difficulties and disabilities.)
- To ensure a consistent, whole school approach to the teaching of maths in line with mastery principles: Representation and structure; mathematical thinking; variation; fluency; and coherence. (Equalities note: We know that this approach with particularly benefit some children with SEND and some children with EAL.)

Key Achievements during 2022-23

It is important for the Governing body to reflect on its key achievements over the last year.

This is the first full academic year since 2020 which operated without any covid restrictions. The HT Report at the May 23 meeting showed that pupil attendance for the year to date was at 96.57% (an increase from 2021/2 levels of 95.58%).

School continues to use considerable resource supporting children who have been adversely affected by the long term associate causes of the pandemic requiring educational and wellbeing support. This will continue to be the case for some time to come.

Notable achievements evidencing the impact of the Governing Body throughout the academic year include;

- **Curriculum updates** – each FGB meeting has enjoyed a useful curriculum update which has given Governors in depth knowledge of an area of school, including an interactive session on benchmarking data from Becky Lawrence from LCC, a presentation on SEND, English and the Springboard programme.
- **Assessing children’s educational requirements** in a stable school environment – the TLPS committee has supported the work of the School throughout 2022/23, providing rigour to ensure that high standards of teaching and assessment have remained in place despite a lack of consistent benchmarking and assessment;
- **Monitoring financial position** – Resources Committee apply regular rigour and challenge to ensure that the budget and resources are managed despite challenging circumstances, ensuring that priorities are resourced. School continues to run to a deficit budget and has an action plan in place which will be monitored through Resources Committee. Resources have monitored the impact of the new afterschool provision, the Acorn Club, which was brought in-house in September 2022 and is proving to be a positive addition to School income;
- **Monitoring Safeguarding** – Charlie Stobbart, with responsibility for Child Protection and Safeguarding works closely with school to monitor safeguarding processes;
- **SIAMS Inspection** – the long awaited SIAMS inspection took place in December 2022, and the school received a “good” outcome which reflects positively on the way in which the ethos and values of a church school are fully embedded;
- **Health and Safety** – David Walls and Sally Dyson have completed health and safety walks at School to monitor schools operation of safe working practices;
- **Supporting staff** – the Chair of Governors supported Staff with email thank you’s at regular points. A staff survey was completed in May 2023 which provided positive feedback in most areas. This was shared with Staff in June;
- **Stakeholder feedback** – pupil and parent surveys were conducted in 2022/3, in addition to the Staff Survey referred to above. A Governors newsletter was circulated in January 2023 and another one is scheduled for the start of the 2023/4 academic year.

Statement from the Chairs of each sub-Committee on their work during the academic year 2022-23:

Dick Killington, Chair of Teaching, Learning and Pupil Support Committee (TLPS)

The Committee met three times (virtually) during academic year 2022-23. It has benefitted greatly from the expertise of its members in the areas of teaching and learning, special needs, safeguarding, pupil support, worship and spirituality.

Members are thanked for their time, dedication and support during the year and for taking on substantive roles which have helped and supported the school. This has involved frequent school visits, help with surveys, school council, phonics, safeguarding, report writing, spirituality, after school clubs, preparation for and being part of the SIAMS inspection process.

Academic year 2022-23 saw a return to ‘normality’ following the covid pandemic. Staff had taken stock of the effect covid had on the teaching and learning and mental health of pupils and had in place plans and procedures to assess the needs of pupils and to monitor pupil progress throughout the year. It was reassuring that finances and time had been allocated to carry this out. Staff were thanked for their resilience and hard work in attaining this goal.

During 2022-23 the Committee has questioned staff and discussed reports on many issues, seeing reassurance of procedures and attainment at Shire Oak. Amongst our topics of discussion have been strategic oversight and development; national curriculum; quality of education; impact of government funding; EYFS statutory documents; attendance; behaviour; safeguarding; special educational needs and development; stakeholder engagement; equality and inclusion; food and school milk;

and a range of school policies. Our meetings have been informative and interactive and the Committee has been assured that all appropriate procedures for the above are in place.

Shire Oak teaches a broad curriculum (including cultural education) and has suitably moderated internal assessment procedures and appropriate intervention for pupils who need extra help. End of year results were very good and pupils were in many cases exceptional considering the effect of the pandemic. Shire Oak has an excellent Early Years Policy in place and has implemented FFT phonics teaching in line with government policy. It is constantly reviewing its quality of teaching and has all teaching and learning policies in place.

The school has appropriate safeguarding procedures in place and a safeguarding compliance return has been completed as well as actions on the ARM and a SEND report. The member of staff appointed to the new position with the remit of overseeing pupil behaviour and well-being/communicating with parents is progressing well and procedures are in place which create a safe, calm, orderly and positive environment. Shire Oak is in the FFT top ten of schools for its attendance record. When possible the school acts on pupil, parent and staff surveys.

The TLPSC has monitored the School Development Plan. The three priorities for Shire Oak in 2022-23 were:

1. To improve our quality first teaching and classroom provision so that we meet the needs of all children including those with SEND, EAL or who could be working at greater depth (we will do this through well-planned, resources and taught learning, a graduated approach for children with additional needs and effective development of support and specialist staff).
2. To ensure a consistent whole school approach to the teaching of English including early reading and writing (phonics), reading and writing.
3. To ensure a consistent whole school approach to the teaching of maths in line with mastery principles (representation and structure; mathematical thinking; variation; fluency; and coherence).

The Committee monitored progress and triangulated evidence through receipt of internal reports, monitoring visits and information from external sources.

As discussed earlier, written and oral reports indicated how the school was approaching priority 1, allocating resources, support, and specialist staff. Good progress was made with many actions being realized.

Verbal and written reports on phonics outlined actions and successes in these priorities, and all classes had adopted and implemented the new scheme.

A NOVAC report on reading and writing was very positive and constructive and stated that much progress had been made in this priority.

Very good progress has been made in the West Yorkshire Maths Hub Mastery Programme vis-à-vis the plans laid out by the subject leader and specialist staff.

The Committee was assured that all effort and resources had been in place to make significant progress in the three school priorities.

The Committee also welcomed the SIAMS inspection report and the Diocesan Education Team visit report which were positive and constructive.

The TLPSC has been effective in supporting and helping the school and in monitoring and assuring that high standards in teaching and learning, pupil support, and worship/spirituality are in place at Shire Oak.

The senior leadership team and all staff are to be thanked and congratulated on their role in pupil attainment during 2022-23 and also for their hard work, enthusiasm, and dedication to the pupils of Shire Oak.

Antonia Nicholls, Chair of Resources Committee

Resources Committee has focussed on the Budget and deficit action plan, which School continues to manage in ever challenging circumstances. We scrutinise financial decisions, Service Level Agreement arrangements and constructively challenge school leaders to ensure that they always seek to ensure good value for money and use finances wisely to support the key requirements of School.

We have monitored Health and Safety in particular areas, as well as more generally. Maintenance of the premises and buildings continues to be a focus and a health and safety walk was conducted by two members of Resources Committee during the Spring term.

Staff wellbeing continues to be important. Issues raised through the recent staff survey undertaken in May 2022 were monitored with another Survey in May 2023 (usually surveys are every 2 years). The 2023 Survey showed an improvement in some areas which adds weight to the probability that some staff were confused by the rating scale on the 2022 survey, leading to lower levels of satisfaction than we had expected. The 2023 survey response was circulated in full to staff so that they had sight of their collective feedback and they were given the opportunity to approach the Staff Governor or leadership with any issues they wished to discuss. There were some lovely comments which demonstrated that staff really valued their time at Shire Oak and enjoyed being part of the school community and staff team.

Governing Board Priorities for 2023-24

- Governors will continue to support and constructively challenge the School to ensure that its activities are robust and meet the objectives of School, as outlined in the School Development Plan, and its stakeholders;
- Governors will continue to monitor teaching, learning, pupil support and partnerships to ensure that they are effective and meet the strategic and educational needs of the school community.
- Governors will continue to monitor School finances, the premises, health and safety and staff wellbeing;
- Governors will continue to monitor academic, social, emotional, spiritual and physical needs of the children;
- Governors will monitor and support School on the achievement of a number of School priority projects, including the replacement of the Headingley Children Centre building which is likely to take place in the Autumn and the Acorn club.

5 The composition of the governing body and its committees, and attendance

The school's Governors are drawn from different groups associated with the school including staff, parents, the church, the local community and from Leeds City Council. The Governors have a wide range of skills and experience to be able to fulfil their roles to support the Head Teacher and school staff. A recent Skills Audit undertaken on the Governors identified no significant skills gaps.

There are currently vacancies on the governing body for a Local Authority Governor and a foundation governor.

The current constitution of the Shire Oak Governing Body is:

- Headteacher (Jane Astrid Devane)
- 1 Local Authority (LA) governor, recommended by the LA and approved by the governing body (vacant – previously held by Cllr Neil Walshaw until January '23)
- 4 parent governors, formally elected through a ballot of parents unless the election is uncontested (Anna Swinburn, Kate Wright, Charlie Stobbart, Amy Dunmall/Jessica Watson)
- 4 co-opted governors, nominated and appointed by the governing body (Dick Killington, Sally Dyster, Ann Dudzinski, Antonia Nicholls)
- 1 staff governor, formally elected by staff employed at school (Bianca Woodruff)
- 2 foundation governors, appointed by the foundation (David Walls, vacant – previously held by Rev Angela Birkin until July '23)
- 1 Associate member (Marcelle Maver, Deputy Head), appointed by the governing body and can vote in committee meetings.

The governing body operates with the following committees:

Resources committee - responsible for staffing including the appointment and role of the SENCO, equality and diversity, finance, property management, health and safety and nutritional standards.

Members:

Antonia Nicholls (Chair)

Sally Dyster

Ann Dudzinski

David Walls

Kate Wright

Jane Astrid Devane

Marcelle Maver

Teaching, Learning, and Pupil Support committee (TLPS) - responsible for monitoring teaching and learning and curriculum provision, target setting, standards and achievement, SEN, behaviour, safeguarding, attendance, children's spiritual moral social and cultural development, children, parent and staff voice, extra-curricular activities, cluster and other partnerships.

Members:

Dick Killington (Chair)

Kate Wright (Deputy Chair)

Charlie Stobbart

Amy Dunmall / Jessica Watson

Anna Swinburn

Bianca Woodruff

Jane Astrid Devane
Marcelle Maver

Advisory Board for the Horforth, Headingley and Ireland Wood Children’s Centre

Members:

Jane Astrid Devane
Antonia Nicholls

Four members of Broadgate Primary School to include;, Headteacher, the Chair of Governors and representative stakeholders.

Four members of Ireland Wood Primary School to include Headteacher, the Chair of Governors.

Manager of the Children's Centre.

Governors with specific monitoring duties

- Looked After Children – Charlie Stobbart
- Child Protection and Safeguarding – Charlie Stobbart
- Complaints – Antonia Nicholls
- Training – Antonia Nicholls
- Health and Safety – David Walls
- EYFS – Dick Killington

Headingley/Kirkstall Partnership

- Ann Dudzinski was delegated with making decisions on behalf of the governing board.

Current and recent (in the last 12 months) governors and business/other interests declared are provided in the table below. Governors and associate members, if appointed, are reminded that they should declare any changes as and when they occur.

Name of governor	Category of governor and committees served	Date appointed and term of office	Relevant business/personal interests	Any other educational establishments governed	Relationships with the school staff including spouses, partners and relatives
Rev Angela Birkin	Foundation	15/02.21 – 14/2/25 (resigned July 23)			
Ann Dudzinski	Co-opted	16/3/20 – 15/03/24			

Sally Dyster	Co-opted	24/11/14 – 22/11/26			
Amy Dunmall	Parent	21/11/21 – 23/11/25 (resigned March 23)			
Replaced by Jessica Watson	Parent	13/03/23 – 12/3/27			
Dick Killington	Co-opted	15/07/15 – 14/07/27			
David Walls	Foundation	26/09/22 – 25/09/26			
Antonia Nicholls	Co-opted	19/9/18 – 25/09/26			
Charlie Stobbart	Parent	22/10/19 – 21/10/23			
Anna Swinburn	Parent	7/9/15- 21/10/23			
Neil Walshaw	Local Authority representative	3/11/15- 2/11/23 (resigned Jan 23)			
Bianca Woodruff	Staff	21/9/20- 20/9/24			
Kate Wright	Parent	22/10/19 – 21/10/23			

The following is an attendance record for individual governors at meetings of the full governing body and committees.

Shire Oak CE Primary School Governing Body

Attendance List: 2022/2023

Y - in attendance

N - not in attendance and no apologies received/accepted

A - apologies received and accepted

X - not in post/not a member

	FGB 26/9/22	Resources 11/10/22	TLPS 18/11/22	FGB 21/11/22	Resources 17/1/23	TLPS 7/2/23	FGB 6/3/23	FGB 15/5/23	TLPS 13/6/23	Resources 15/6/23	FGB 17/7/23	
Jane Astrid Devane	Y	Y	Y	Y	Y	Y	Y	Y	A (due to attending Children Centre Mtg)	Y	Y	
Rev Angela Birkin	Y	X	A	Y	X	Y	A	A	A	X	X	
Ann Dudzinski	Y	Y	X	Y	Y	X	Y	Y	X	Y	Y	
Amy Dunmall	A	X	A	Y	X	Y	X	X	X	X	X	
Sally Dyster	Y	Y	X	Y	Y	X	Y	A	X	Y	Y	
Dick Killington	Y	X	Y	A	X	Y	Y	A	Y	X	Y	
Antonia Nicholls	Y	Y	A	Y	Y	X	Y	Y	X	Y	Y	
Charlie Stobbart	Y	X	A	Y	X	Y	Y	Y	Y	X	Y	

Anna Swinburn	A	X	Y	Y	X	Y	Y	Y	Y	X	Y	
Neil Walshaw	Y	X	N	A	X	X	X	X	X	X	X	
Bianca Woodruff	Y	X	A	Y	X	Y	Y	Y	Y	X	Y	
Kate Wright	A	Y	A	Y	Y	Y	A	Y	N	Y	Y	
David Walls	X	A	X	A	Y	X	Y	Y	X	A	Y	
Jessica Watson	X	X	X	X	X	X	X	Y	Y	X	Y	