

**Annual Governance Statement for the Local Governing Body of  
Heacham Junior School  
January 2018**

In accordance with both the requirements of the Academy Trust and in line with the Government's requirement for all governing bodies, the 3 core strategic functions of Heacham Junior School Local Governing Body are:

- 1. Ensuring clarity of vision, ethos and strategic direction of the school**
- 2. Agreeing the school improvement strategy, priorities and targets with the Executive Head and Trustees**
- 3. Ensuring the school meets its statutory duties relating to Special Educational Needs, Child Protection, Safeguarding and the Curriculum**

**Governance arrangements**

The Governing Body of Heacham Junior School was re-constituted in 2016-17 in line with the West Norfolk Academies Trust and is made up of 3 Staff Governors (including the Executive Head), 2 elected Parent Governors, 5 Trust Appointed Governors and the Clerk. The Governing Body are people who, in the opinion of the Trust, have the skills required to contribute to the effective governance and success of the school. Our Governing Body includes parents, members of professional bodies and the local community, and members who have previously worked in the teaching profession. The Local Governing Body meets twice each term and a smaller committee meets half- termly to review the school policies. At each meeting we work to a strict agenda which includes amongst other topics Key performance data, a headteacher's report, a review of the school improvement and development plan, Pupil & Sports Premium, Safeguarding, Cluster Governance, school policies and a review of governor monitoring conducted in school.

**Attendance record of governors**

Governors have a good attendance record at meetings and we have never cancelled a meeting because it was not "quorate" (the number of governors needed to ensure that decisions can be made).

**The work that we have done as a governing body**

2017 proved to be a period of consolidation and of re-stabilising our previous standards after a very disappointing set of results in 2016. The school was also re-adjusting to the revised management team of Nicky Darley and Emma Hunt taking on the additional workload and direction of Snettisham Primary school as new Executive & Deputy Head. Additionally, the school has appointed new teaching staff, including teachers at NQT level. In spite of ongoing financial restrictions, we managed to maintain our 5 class system. The school roll continues to rise, and the large amount of housebuilding currently in Heacham may result in further increases. Given the low level of pupils reaching 'expected' levels in 2016, particular emphasis was given to raising attainment thresholds at Reading/Writing & Maths for the tests in 2017, and we feel that this objective was largely achieved, in spite of continued discrepancies in KS1 data and baseline levels of performance on entry to the school for that year group. Special provision was made for Pupil Premium and SEN groups requiring additional input, and the introduction of a daily Maths lesson devoted to problem solving made a positive difference to results. It has been made very clear to us that a further raising of standards is required to gain parity and consistency with national standards, not only in attainment but also in progress, and this is our main goal for the immediate future.

Other areas governors have been involved in include:

	<ul style="list-style-type: none"> <li>• Working closely with the senior leadership team and subject leaders to support the development of the learning environment in order to give our pupils a broader educational experience.</li> <li>• Monitoring and working towards fulfilling our action plan to ensure we are equipped to support and sufficiently challenge the school leadership team.</li> <li>• Focusing on the school improvement and development plan and successfully delivering against several key objectives, particularly in the area of Governor Monitoring;</li> <li>• Supporting the Executive Head on decisions around staffing and recruitment;</li> <li>• Discussing and reviewing key data around pupil achievement and progress in order that we are confident that the school is on track to fulfil its targets for all pupils.</li> <li>• Working closely with the Senior Management Team to assist in projects designed to enrich the school curriculum;</li> <li>• Meeting with parents at parent evenings and encouraging them to complete feedback questionnaires and the online tool 'Parent View' in order that this could influence and support our meeting with Ofsted.</li> <li>• Attending local cluster meetings with the Executive Head</li> <li>• Supporting working parties meeting twice a term with the Executive Head to review the school policies. (These are then presented to the FGB for acceptance).</li> </ul>
<p><b>Future plans for the governors</b></p>	<p>The Governing Body is looking forward to supporting the Senior Management Team and will be focusing on:</p> <ul style="list-style-type: none"> <li>• Monitoring and reviewing performance data and using this to drive improvements in teaching and learning ensuring the school supports pupils to make maximum progress while attempting to enhance progress at higher levels.</li> <li>• Utilising the feedback given in Performance Reviews to create and develop a rigorous action plan to help us strive towards a 'Good' to 'Outstanding School' status</li> <li>• Develop links with both Smithdon and Springwood high schools</li> <li>• Recruiting new members to the LGB.</li> <li>• Continue to develop stronger links with the community and other groups within the village</li> </ul>
<p><b>Contacting the Governing Body</b></p>	<p>We always welcome suggestions, feedback and ideas from parents - Please feel free to contact the Chair of Governors via the school office if you have any questions.</p> <p>You can see the full list of governors; their attendance at meetings and more information about what we do, on the Governors' page of the school website.</p> <p>Minutes of Governing Body meetings are public documents – you can either find them on the Governors' page of our website or you can ask at the school office if you would like to see them.</p> <p><a href="http://www.heachamjunior.norfolk.sch.uk">www.heachamjunior.norfolk.sch.uk</a>  <a href="http://www.westnorfolkacademiestrust.co.uk">www.westnorfolkacademiestrust.co.uk</a></p>