

Roundwood Primary School

Governance Impact Statement
Academic Year 2022/23



Date of approval: 29 June 2023
Approved by: Full Governing Body

Governance Impact Statement 2022/23

In this statement (written and agreed by the Governors) we aim to outline the impact we have on the school through our role of challenge and support.

The purpose of the Governing Board of Roundwood Primary School

The purpose of the Governing Board is to provide confident and strong strategic leadership which leads to robust accountability, oversight and assurance for educational and financial performance.

The governing board of Roundwood Primary School works together to meet the requirements set nationally by Government for governing boards. The role of a governor is a fundamental part of the leadership of the school and, as such, we aim to make our school the very best it can be for the benefit of all our pupils and staff. We constantly strive to raise standards in accordance with Roundwood Primary School's Vision and Values.

During 2021/22, the Governing Board worked with the senior leadership team to ensure that our Vision and Values accurately reflect our school and our ambition for the future.

Our Vision

Roundwood Primary School is a place of opportunity, friendship and understanding, where learning and enjoyment go hand-in-hand. All members of our school community have a part to play in our continual development and are valued, respected, and included. Our school equips pupils with a love of learning, preparing them for a changing world. We teach a broad and balanced curriculum which meets the needs of all learners and develops responsible members of our school, local community, and wider world.

Our Values

Roundwood CARES

Creative	We foster the ability to come up with new ways to carry out tasks, solve problems and meet challenges. Children are naturally curious about the world around them, and we encourage that in all aspects of learning.
Aspirational	We treat each child as an individual and help them to develop their interests and reach their full potential in everything they do.
Resilient	We encourage pupils to explore all the curriculum has to offer, to relish challenge and embrace their mistakes as part of the learning process. We aim for pupils to develop a positive attitude towards their learning, make good progress and celebrate their achievements.
Enriching	We offer all pupils stimulating experiences and a high-quality learning environment to inspire them throughout their learning journey. We aim to motivate learning through new and exciting experiences which bring their learning to life.
Supportive	We work to nurture strong relationships between our children, staff, parent body and wider community offering support to achieve our common goals.

The three main statutory functions fulfilled by the Governing Board are:

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

The National Governance Association recognises the following as the fourth core function of governance:

- Ensuring the voices of stakeholders are heard.

We have embraced this additional function and it is included as an area of focus in our Code of Conduct which all Governors sign up to each year.

Who are the Governors?

The Governing Board is made up of the Headteacher, a Staff Governor, Parent Governors, Co-opted Governors from our wider community and a Local Authority Governor. The governors, their roles and their attendance at meeting of the Full Governing Board are available on the school website:

[Our Governors – Roundwood Primary School](#)

Commissioned visit (January 2023)

This year we benefitted from an independent review of our current governance practices from an adviser from Herts For Learning. She found that we ‘engage in a range of training opportunities’, ‘have a very robust approach to governor succession planning and manage the work schedule of the board with rigour’, and that we are keen to ‘engage more meaningfully in school visits’. The adviser was able to share some useful training links, and templates for visits.

Our Governance Impact

The following table provides more detail about how we undertake our Governance Role and the impact this has had:

<i>Our governance responsibilities</i>	<i>What Roundwood Primary School Governors do</i>	<i>Impact</i>
Ensure clarity of vision, ethos and strategic direction	<ul style="list-style-type: none"> ➤ Robust Headteacher recruitment and ongoing support to ensure strong leadership that can drive the vision, ethos, and strategic plans for the school; ➤ Strategic planning workshops to shape the strategic direction of the school for the next 5 years (2023-28); ➤ Involvement of all stakeholders in helping to shape the strategic direction of the school via pupil and staff voice and parent surveys (summer 2022); ➤ Attendance at Chairs' Briefings held termly by HFL Education in order to be familiar with current issues affecting schools in our area; ➤ Development and finalisation of the new Strategic Plan (to be launched in September 2023); ➤ Assessing progress of the objectives in the school development plan regularly throughout the year at Full Governing Board meetings. 	<ul style="list-style-type: none"> ➤ An adequately resourced School Development Plan which operationalises the vision, ethos and strategic direction; ➤ A clear Strategic Plan has been developed for the next 5 years which recognises where the school is now, embraces the challenge of current issues and reflects our ambition for the future of our school; ➤ The Senior Leadership Team feels supported by the Governing Board.
Hold the Headteacher and Senior Leaders to account for the educational performance of the school and its pupils, and the effective and efficient performance management of staff	<ul style="list-style-type: none"> ➤ Robust Headteacher appraisal process led by governors and supported by an independent adviser; ➤ The Pay and Performance Committee meets annually to monitor the implementation of the pay and performance management policies; ➤ Dedicated link governors for Safeguarding and SEND meet regularly with school leaders; ➤ Detailed (anonymised) progress and attainment data is scrutinised termly at Full Governing Board meetings and Senior Leaders are challenged on the impact of the curriculum; 	<ul style="list-style-type: none"> ➤ Safeguarding is embedded in all areas of the school, keeping children and staff safe; ➤ There is focus on the key areas outlined in the School Development Plan driving improved educational performance; ➤ Governor visits enable us to triangulate the information that Senior Leaders give us in meetings and allow us to make our own assessments on how the school is operating which can help to underpin strategic challenge or change.

<i>Our governance responsibilities</i>	<i>What Roundwood Primary School Governors do</i>	<i>Impact</i>
	<ul style="list-style-type: none"> ➤ Link Governors are assigned to each core curriculum area and meetings are held with Subject Leaders to help us understand the Intent, Implementation plans and Impact of subject curriculums; ➤ Twice-yearly Governor Days are held when all Governors are encouraged to be in school to visit lessons, hold Pupil Voice sessions on specific topics, spend time with staff and see the school operating on a 'normal' day. 	
<p>Ensure all children progress at Roundwood Primary and that the school is inclusive to all</p>	<ul style="list-style-type: none"> ➤ Detailed (anonymised) progress and attainment data relating to the progress of children with Pupil Premium funding as well as those with SEND is scrutinised termly at Full Governing Board meetings and Senior Leaders are challenged on the impact of the curriculum; ➤ The SEND link governor meets regularly with the SENDCo and reports to the Board on how resources are being used to meet the needs of those children on the SEND register; ➤ Attendance reporting is detailed and includes statistics for those children who are on the SEND or Pupil Premium register, have EHCPs, by age phase and by sex to help us to identify any trends in absences; ➤ Nominated governors focus on the school's Equality, Diversity and Inclusivity plans and report to the Board on how they link to the School Development Plan and progress made on objectives. 	<ul style="list-style-type: none"> ➤ All children make progress at Roundwood Primary School; ➤ Targeted action is taken to improve educational performance which focusses on the subjects and cohorts where data has identified that such action is needed; ➤ The curriculum is being adapted across the whole school to ensure that it accurately reflects our wider society, to challenge stereotypes and to deepen cultural understanding. Resources are being updated to reflect modern life and sections of society that were previously missed from materials (e.g. non-white and/or female scientists); ➤ All children have equal access to the curriculum and extra-curricular opportunities offered by the school.
<ul style="list-style-type: none"> ➤ Oversee the financial performance of the school making sure that money is well spent 	<ul style="list-style-type: none"> ➤ The Finance link governors are suitably qualified to fulfil the role and provide adequate levels of challenge and support as required to the School Leadership team; ➤ The Board's wider membership also includes sufficient other suitably qualified governors to allow for high quality challenge of 	<ul style="list-style-type: none"> ➤ The school's financial resources are used effectively for the benefit of the school's pupils; ➤ The school budget is appropriate for the needs of the school and is balanced unless circumstances dictate otherwise;

<i>Our governance responsibilities</i>	<i>What Roundwood Primary School Governors do</i>	<i>Impact</i>
	<p>the budget or management accounts, and to allow for succession planning in the Finance Governor role;</p> <ul style="list-style-type: none"> ➤ The budget is reviewed and challenged at a Full Governing Board meeting before being finalised; ➤ The Full Governing Board receives six finance reports a year to allow them to monitor actual spend against the budget; ➤ The Full Governing Board receives information on the future financial forecast for the school and relevant sensitivity analysis; ➤ The Schools Financial Value Standards monitoring document is completed by the Finance Governors annually by working with the School Business Manager. This includes a consideration of benchmarked school financial information. An analysis of the benchmarked data is undertaken and reported on the Full Board; ➤ The financial schedule of delegation is regularly reviewed and updated. Significant items of expenditure require the approval of the Full Governing Board. 	<ul style="list-style-type: none"> ➤ Reserves are used wisely and to enhance the progress, attainment and experience of the pupils in the school; ➤ The school's income and expenditure is monitored throughout the year.
<ul style="list-style-type: none"> ➤ Ensuring the voices of stakeholders are heard 	<ul style="list-style-type: none"> ➤ Regular staff surveys are run covering areas such as workload, wellbeing, communication and leadership. This process is led by governors and is designed to allow for comparison of trends over time. Senior Leaders are challenged on the outcome of the survey where appropriate and action plans are put in place and monitored; ➤ Pupil voice is obtained on a variety of topics (e.g. their vision for the school, lessons, school lunches and feeling safe in school) via governor visits to school. This is especially a focus during governor days; ➤ Parent and staff surveys were run to inform the governors' work on the new strategic plan – common themes have been included in the plan (e.g. communication, sustainability); 	<ul style="list-style-type: none"> ➤ Our strategic work is underpinned by an understanding of the needs and concerns of our community; ➤ Staff and pupils are becoming familiar with members of the Governing Board after our enforced absence from school caused by the Covid pandemic; ➤ Staff are gaining a greater understanding of the work of the Governing Board; ➤ Governors learn directly from the children what it is like to be a pupil at the school and what could make their experience better.

<i>Our governance responsibilities</i>	<i>What Roundwood Primary School Governors do</i>	<i>Impact</i>
	<ul style="list-style-type: none"> ➤ A programme of presentations by Subject Leads to the Board has been established which enables staff to explain their curriculum, its strengths and area of focus directly to the Board; ➤ When possible, governors attend school social events to raise the profile of the Governing Board (e.g. Christmas events). 	
<ul style="list-style-type: none"> ➤ Ensure compliance with statutory governance requirements 	<ul style="list-style-type: none"> ➤ The Board’s terms of reference and code of conduct are updated annually and all governors sign the code of conduct (which includes adhering to the Nolan Principles); ➤ A detailed annual schedule of work is maintained and updated as necessary. This informs the agenda for each Full Governing Board meeting; ➤ A schedule of statutory policies is maintained and the review of policies is included on the annual schedule of work. Policies are reviewed and signed off by governors at the right level (e.g. Full Board or delegated to a lead governor); ➤ Governors are encouraged to undertake relevant training on a regular basis – we subscribe to HFL Education’s GREAT governor training pathway and subscribe to training packages to allow governors to be sufficiently skilled to carry out their governance duties effectively; ➤ Governors undertake safeguarding training annually; ➤ We use GovernorHub for file sharing and document storage, and notification of current key issues, and have access to a full suite of training from HFL Education and Modern Governor as well as access to The Key for research; ➤ As a minimum, the Chair attends termly strategic briefings on current issues (provided by HFL Education); ➤ All governor training and declarations of interest are logged on GovernorHub to allow accuracy of recording; 	<ul style="list-style-type: none"> ➤ Statutory requirements and best practice are complied with in a timely manner; ➤ The Governing Board is suitably skilled, resourced and informed to carry out its duties.

<i>Our governance responsibilities</i>	<i>What Roundwood Primary School Governors do</i>	<i>Impact</i>
	<ul style="list-style-type: none"> ➤ New governors follow an induction process to help them to learn about the school and how the Board functions; ➤ A governance professional is engaged to support the Board, take high quality minutes and to ensure that the Board fulfils its statutory obligations; ➤ The Governing Board is proactive in seeking new members when vacancies arise and performs regular skills audits to identify training and recruitment priorities. 	