



## **CAVERSTEDDE NURSERY SCHOOL**

### **ANNUAL GOVERNANCE STATEMENT 2020-21**

This statement seeks to outline the impact of governance arrangements at Caverstede Nursery School throughout the course of the 2020-21 academic year.

#### **Governor Membership, Vacancies and Attendance**

The Instrument of Government for Caverstede Nursery School allows for 14 governors across different categories which includes the Head Teacher. We also have 4 Associate Governors who contribute to specific committees. They do not have voting rights.

The Governing Board Membership currently stands at 12, with 2 vacancies (1 co-opted and 1 parent governor) which we will be working hard to recruit this coming academic year.

Over the course of the 2020-21 Academic Year, the Governing Board has been chaired by Dr Janet Clarke.

The work of the Governing Board has been supported by Jackie Lowe, as Clerk to Governors.

Over the course of the year, Governors at Caverstede Nursery School demonstrate an overall positive attendance and engagement with their work. Further information about governor attendance can be found on the school website.

#### **The Structure of Governance**

As well as meeting as a Full Governing Board, Caverstede Nursery School also has four committees, in order to ensure sufficient oversight, support and accountability towards areas of identified priority and statutory coverage.

The school names these committees as:

- Personnel
- Finance, Premises and Health & Safety
- Children's Welfare and Equalities
- Curriculum

Details of the functions performed by these committees can be found on our website. All committees and the Governing Board overall have a continued oversight of the school's safeguarding responsibilities and manage the updates of school policies aligned to the particular areas of responsibility.

In addition to the above, the school also constitutes a Pay Committee and Headteacher Performance Management Panel annually.

Committees related to particular purposes such as dealing with complaints or exclusions are constituted as they are required, in line with the determining policy guidance.

Certain Governors have additional specific roles with oversight of particular areas such as:

- Safeguarding and Children in Care
- Early Years Pupil Premium
- SEN
- 2-year olds
- Able, gifted and talented
- Engagement with families
- Eco Schools

Each of the three classrooms has a named Governor responsible for that area

### **Impact of the work of the Full Governing Body**

Over the course of the last academic year, the Governing Board has demonstrated notable impact with regard to;

- Supporting the school's Risk Assessment with regard to Covid-19 and enabling the safe return to school for children and adults alike
- Receiving updates from the Headteacher to inform their work in response to the pandemic, in order to ensure the continued education and safety of all children
- Liaising regularly with Head teacher, receiving updates and taking measures to monitor and maintain staff well-being and mental health
- Overseeing updates with regard to the progress made against the School Improvement Plan (SIP)
- Continued review of pupil progress, pupil well-being and attendance

### **Impact of the work of the Personnel Committee**

Over the course of the last academic year, the Personnel Committee has demonstrated notable impact with regard to;

- Involvement in recruitment of new staff to ensure adequate staffing levels within individual "bubbles" and to ensure a continued quality of education for the future.
- Discussion and actual involvement in sorting out significant HR issues that have arisen during the year
- Monitoring of staff well-being in conjunction with Headteacher

### **Impact of the work of the Finance Committee**

Over the course of the last academic year, the Finance Committee has demonstrated notable impact with regard to;

- Careful monitoring of school's budget with especial reference to additional expense relating to COVID specific measures required.
- Regular assessment of school's financial resilience with regard to possible Government changes to funding for maintained nursery schools
- Discussion and monitoring of financial implications of staff recruitment against ability to provide a continued quality of pre-school education for the future.

## **Impact of the work of the Welfare and Equalities Committee**

Over the course of the last academic year, the Welfare and Equalities Committee has demonstrated notable impact with regard to;

- Updates and monitoring of school cohort and attendance, with particular regard to impact of COVID and measures taken to support those children out of nursery
- Updates and monitoring of pupil well-being using Leuven scales as a measure
- Updates and monitoring of performance of SEND Hub with regard to Impact Measures
- Updates on the numbers of children identified with SEND, their progress and transition to primary school. Updates of numbers of children referred for EHCP assessment and whether application was successful
- Regular review of Safeguarding procedures, including Single Central Record and monitoring of internal safeguarding register

## **Impact of the work of the Curriculum Committee**

Over the course of the last academic year, the Curriculum Committee has demonstrated notable impact with regard to;

- Updates and review of progress against the School SIP
- Review of potential effects of implementation of new EYFS on provision of curriculum and ethos of school from next September
- Bi-annual review and discussion of data on pupil progress within the current EYFS framework, including comparison with previous data, to ensure maintenance of quality of provision.
- Updates on EYPP provision, including numbers, use of funding and outcomes

## **Governor Training**

Governors work is collectively, so we are always able to benefit from our different points of view and considerations within meetings. However, the Governing Board has also benefitted from training courses on the following topics throughout the course of the year;

- LA Briefings – in order to remain up to date with latest Local Authority information regarding the approaches towards safe school reopening
- New Early Years Framework – in order to understand potential effects on curriculum provision and ethos of the school.
- Safeguarding including Prevent
- Safer recruitment
- Role of Chair – in view of change of Chair planned for September 2021

## **Governor Monitoring**

As well as attending meetings, governors are also expected to visit school to understand more about school life and particular areas of priority (typically linked with different areas of the curriculum). Actual visits have not been possible during school times, because of COVID restrictions in place but visits have been made out of school times with regard to premises, health and safety.

Parent governors have monitored views and feedback from other parents and relayed to Governing Board or relevant committee.

## Forward Planning

Following the above impact of 20-21, the Governing Board looks forward to returning to a more “normal” structure to its work in the forthcoming academic year. This will include;

- Ensuring that the school is suitably prepared for OFSTED inspection
- Providing continued oversight regarding the impact of expenditure upon children’s outcomes
- Supporting the school to adopt the new Early Years Framework successfully, to become embedded as part of broader school life

## Other information and contact

Further information regarding the work of the Governing Body can be found at: [www.caverstede.peterborough.sch.uk](http://www.caverstede.peterborough.sch.uk). This includes information regarding attendance of governors and their Declarations of Interest.

Alternately, stakeholders are always welcome to engage with the work of the Governing Body by contacting the Chair of Governors via email to [governors@caverstede.peterborough.sch.uk](mailto:governors@caverstede.peterborough.sch.uk) regarding the work of the Governing Body.