**Who are the Governors and how do we work?**

The Local Governing Body (LGB) is in place to hold school leaders to account for the educational and financial performance of the school, to set its vision, ethos and values (and the strategy for delivering those) and to oversee the school’s financial success and probity. The LGB supports and challenges the school to provide the best possible outcomes for children attending Filton Avenue Primary School.

The LGB meets a minimum of once each term, with other groups being formed when required, for example, committees that convene when pupil discipline and staffing matters arise.

There are currently nine Governors including the Executive Head Teacher. We endeavour to be representative of the local community and, as such, three of the Governors are parents of Filton Avenue children and there is also a member of school staff. A full list of Governors and their specific roles can be found on page 4.

Across the governing body, we have a wide range of very relevant skills with people who are, or have been:

* Educationalists - including teachers (including an Assistant Vice-Principal), SEND specialist
* Industry specialists - including engineering, IT/Telecommunications, Health and Safety and Facilities Management

# ‘Trust in Learning Academies’ Board Role

# The Board of Directors is responsible for the effective operation of the Trust and each academy, and fulfils the following key roles through the delegation to the CEO:

* Ensure safety, health & compliance across all trust schools and activities.
* Ensure the Board is appropriately informed about the Trust performance, including financial performance.
* Ensure the goals, aspirations, guiding principles, culture and objectives are applied consistently.

**The work we have done**

It has been another busy and exciting year for the LGB, with a priority to monitor school improvement and challenge the leadership team to maximise student progress. We have keenly interrogated data to identify key areas of concern in addition to our focus on ensuring value for money with Pupil Premium and SEND funding.

We have continued to monitor financial performance (especially in light of recent changes under the National Funding Formula), and overseen the development of the Multi-Use Games Area at Lockleaze Road.

Alongside last year’s very successful introduction at playtimes of the *OPAL* scheme at Lockleaze Road site, *Purposeful Play* is now in operation at Orchard Campus and has substantially reduced playtime incidents requiring First Aid to be administered.

**School improvement**

A key purpose for governors is to support the school in meeting its improvement priorities and fulfilling statutory responsibilities. This academic year has been a busy and productive one for school improvement. Governors have:

* Contributed to and evaluated the effectiveness of the School Improvement Plan (SIP) - meeting with the Senior Leadership Team to oversee and scrutinise evidence of the delivery of Filton Avenue Primary School’s priorities for improvement.
* Met regularly throughout the year with the Senior Leaders to discuss pupil progress and monitor supporting data.
* Contributed to performance reviews for the Executive Head Teacher to ensure continued excellence in school management.
* Undertaken learning walks, observing classroom activity, looking at pupils’ work and talking to pupils about their attitudes to learning in order to see the outcome of management activity across the whole school.
* Evaluated the impact of subject leaders’ activity in driving continuous improvement for their areas of responsibility.

The School’s performance has continued to improve in 2018/19 and the benefits of the Behaviour and Attendance policies are more than evident through rising standards across the school. Outcomes for all year groups show a further positive improvement on last year and writing is now strong in school. The senior leadership team continue to review the curriculum, following a radical overhaul in the last three years. Collaboration amongst senior leaders of all schools within the Trust has resulted in sharing of best practice and development of Trust-wide curriculum. Safeguarding and pastoral support also continue to be strong.

**Finance**

The Finance Governor, Dale Cousins, has met with the school business leads to agree the budget, review school finances and monitor school funds. Regular reports are made to the LGB and to the Trust’s Finance Committee.

Thanks to careful financial management and strategic planning, the school continues to be well placed, having effectively managed increasing costs. Our staffing model has not been adversely affected by a leaner budget and we continue to look for ways to ensure this will be the case as the school funding situation becomes increasingly more challenging.

**Safeguarding**

Governors remain vigilant around safeguarding and Jane Walton acts as our nominated Governor for Safeguarding. She meets with the school's Designated Safeguarding Lead and receives reports of any safeguarding issues of concern for the Governors; regular checks of the Single Central Record are also undertaken. Monika Borska-Ulatowska, our Health and Safety Governor, carries out regular checks of the premises, reporting to LGB when issues arise; Azahar Machwe is the nominated Governor for General Data Protection Regulation (GDPR) ensuring the school comply with this legislation.

**Governors**

Four Governors reach the end of their four-year term of office on 31st August this year. Tina Bailey and Jenny Olds have made the decision to stand down, and we thank them both for their service and contribution to the Governing Body over the past years. Jane Walton and Hannah Hughes have both agreed to serve a further term, in accordance with the Department for Education’s Framework for Governance. Those Governors who joined the LGB in January 2018 have continued to develop their knowledge both of Filton Avenue Primary School and its context in Trust in Learning Academies, building good working relationships with relevant members of staff.

We are pleased to welcome Lydia Trapnell and Christian Forster who join the LGB from 1st September. Lydia is a Reading Recovery Teacher at the school, and Christian works in the engineering sector with experience in project management and data analysis.

**Training and development**

The Governing Body undertakes continuous training and development to ensure it is ‘fit for purpose’, mainly utilising the online training available from the National Governance Association (NGA). Courses undertaken by Governors this year include Self-Review and Evaluation of Effectiveness; Understanding School Structures and curriculum; Compliance; Monitoring and Evaluation Skills; Understanding Data; Exclusion and Disciplinary Panels; General Data Protection Regulation. In May, the Chair commenced a year-long course on ‘Leading Governance’ run by the NGA.

The Trust operates a system whereby Governors trained in key areas can be involved at schools throughout the Trust. This ensures experienced Governors can effectively assist those with less experience and provide a degree of impartiality where necessary (for example with disciplinary/ exclusion panels). Link Governors with specific responsibilities also have the opportunity to liaise with their colleagues from other LGBs within the Trust, allowing sharing of good practice.

**School Policies**

Trust in Learning publish the majority of policies for member schools. A key role for governors is reviewing and agreeing these policies and also agreeing the precise procedures for Filton Avenue Primary School. We have an effective, scheduled review system, working on an annual or biennial basis.

**Future plans for the Governors**

A Governors’ action plan has been finalised to strategically focus activity on supporting the delivery of key priorities for school improvement and operations and to ensure that all the Governors’ statutory responsibilities are fulfilled. It defines the key activities to be undertaken by the Governing Body to support their delivery and outline timelines for that activity. This approach will enable the Governing Body to have a clear programme for supporting the purposeful management and progress of the school on an ongoing basis, and to measure when objectives have been successfully delivered.

The Governing Body continues to be impressed by the improvements in performance and success of the school and those managers and other staff who have contributed so wholeheartedly to it. We remain committed to working closely with Filton Avenue Primary School’s senior management team to see continuous improvement across the board.

|  |  |  |
| --- | --- | --- |
| Governor Profiles  **Clerk to the Governors: Georgina Cairns** | Meetings attended 2017-2018 | Meetings attended 2018-2019 |
| **Name:** Jane Walton (agreed to a 2nd term of office to Aug 2023)  **Role:** Chair (2 years)  **Responsibilities:** Whole school accountability; Safeguarding; Child Protection; Wider Curriculum; Trust in Learning Board member  **Term of Office:** 1 September 2015 - 31 August 2019 | 100% | 100% |
| **Name:** Jenny Olds (standing down July 2019)  **Role:** Vice Chair  **Responsibilities:** English curriculum and progress monitoring  **Term of Office:** 1 September 2015 - 31 August 2019 | 100% | 100% |
| **Name:** Anne Rutherford  **Role:** Executive Head Teacher (ex officio)  **Responsibilities:** Whole school responsibility  **Term of Office:** 1 September 2015 - | 100% | 100% |
| **Name:** Hannah Hughes (agreed to second term of office to August 2023)  **Role:** Governor  **Responsibilities:** Inclusion/SEND, e-safety  **Term of Office:** 1 September 2015 - 31 August 2019 | 80% | 80% |
| **Name:** Dale Cousins  **Role:** Governor  **Responsibilities:** Finance,  **Term of Office:** 5 July 2017 - 4 July 2021 | 100% | 60% |
| **Name:** Tina Bailey (standing down July 2019)  **Role:** Governor  **Responsibilities:** Staff and Pupil link  **Term of Office:** 1 September 2015 – 31 August 2019 | 100% | 80% |
| **Name:** Edel Cronin  **Role:** Governor  **Responsibilities:**  Pupil Premium  **Term of Office:** 8 February 2018 – 7 February 2022 | 100% | 80% |
| **Name:** Monika Borska-Utalowska  **Role:** Governor  **Responsibilities:** Health and Safety  **Term of Office:**  8 February 2018 – 7 February 2022 | 75% | 40% |
| **Name:** Azahar Machwe  **Role:** Governor  **Responsibilities:** GDPR, maths curriculum and progress monitoring  **Term of Office:** 8 February 2018 – 7 February 2022 | 75% | 60% |
| Newly appointed Governors (from September 2019) | | |
| **Name:** Lydia Trapnell  **Role:** Governor  **Responsibilities:** to be confirmed  **Term of Office:** 1 September 2019 – 31 August 2023 |  |  |
| **Name:** Christian Forster  **Role:** Governor  **Responsibilities:** to be confirmed  **Term of Office:** 1 September 2019 – 31 August 2023 |  |  |
| Other Attendees |  |  |
| **Name:**  Dan Rodeck  **Role:** Head Teacher, Lockleaze Road site  **Responsibilities:** Whole School responsibility  **Term of Office:** 1 September 2015 - | 80% | 100% |
| **Name:**  Komilla Datta  **Role:** Head Teacher, Orchard Campus site  **Responsibilities:** Whole School responsibility  **Term of Office:** 1 September 2016 - | 100% | 60% |
| **Name:**  Rosie Black  **Role:** Senior Business Manager  **Responsibilities:** Finance and Operations  **Term of Office:** 1 September 2017 - | 100% | 100% |

If you are interested in becoming a Governor, or know of anyone else from the community who may be interested, please contact [georgina.cairns@filtonavenue.com](mailto:georgina.cairns@filtonavenue.com) for further information.