



Unity Education Trust

The Highgate Infant School Governance Statement 2021-2022



Annual Governance Statement for Highgate Infant School *July 2022*

•Following the review(Oct 2021) of the Scheme of Delegation by the Trustees of Unity Education Trust, the core responsibilities of Highgate Infant School ARC are identified as follows:

- **Ensuring High Standards of Achievement and Improved Performance**
- **Ensuring Community Engagement**
- **Monitoring Compliance**
- **Supporting the Trust Board**

This structure has been agreed with consideration as to where oversight responsibilities are best exercised and to ensure clear lines of accountability with no duplication of roles within the Trust.



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Governance arrangements	<p>The Highgate Infant school ARC/SIB currently has 5 members comprising of</p> <ul style="list-style-type: none">1 Executive Headteacher,1 Staff Governor1 co-opted governor (vice Chair)1 Parent Governor (Chair)1 link Trustee from Unity Education Trust. <p>And an official Clerk</p> <p>There is currently a vacancy for 3 parent governors.</p> <p>There is a chair of governors and a vice-chair of governors.</p> <p>All business and statutory duties were undertaken by the ARC without delegation to sub-committees, except for any necessary hearings or appeals.</p> <p>The ARC meet accordance to the dates supplied by the UET and focused on Teaching and Learning. The agendas for each meeting varied however common themes in accordance to the UET standard agenda included....</p> <ul style="list-style-type: none">• Governor Business such as Governor vacancies, recruitment and resignation, Governor development and training• CEO Briefing · Briefing/communication from COE/DOE/Link Trustee• Governor SEND reports• Governor safeguarding report and compliance• Governor monitoring• DEEP Dive monitoring by UET & Governors• Health and Safety Governor report• Head Teacher reports including SEF and SIDP• Phonics, Math's & English check outcomes• Term data drop• Governor monitoring reports <p>Minutes of meetings include clear actions and evidence of contributions to review, challenge and support from governors.</p>
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	<p>Governance arrangements have been reviewed for the next academic year 2022-2023 in line with a revised Scheme of Delegation (Oct 2021), details of which are on the School and Trust website.</p> <p>See our website for a list of Governors. (https://highgate.norfolk.sch.uk/governors/)</p>
Attendance record of governors	<p>Governors attendance at meetings is recorded on the School's website. Early meetings planned for 2021-2022 were held virtually during Covid19 restrictions. However the last 2 meetings, as the restrictions stopped meetings were held Face to Face.</p> <p>No meetings were postponed due to not being "quorate" (the number of governors needed to ensure that legal decisions can be made).</p> <p>Dates for all meetings with key agenda items are published at the beginning of the school year by Unity Education Trust.</p>



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The work that we have done in our Academy Review Committee

The Unity Education Trust Board provides support and scrutiny pertaining to finance, personnel, premises and health & safety so allowing the ARC to concentrate on matters relating to

- improving academic standards,
- safeguarding
- Pupil Premium / Sports Premium/Catch up funding
- Community engagement.

School improvement this year has been informed by the School Self Evaluation and SIDP (School Improvement and Development Plan) and key issues continuing from any previous Ofsted inspections specifically.....

- **Improve Quality of Education by**

- I. Embedding planned curriculum ensuring strong teaching, planned progression, accurate assessment
 - a. and opportunities to embed and develop through continuous provision.
- II. Improve the Quality of Education To ensure consistent and effective delivery of 'reading diet'
- III. Improve the Quality of Education Ensure interventions are well used to support Catch up post Covid and to provide personalised curriculum opportunities to support accelerated progress

- **Improve the Leadership and Management of the school by**

- I. Establish post bubble staffing structures and use of resources (human and physical) to support catch up and cross school working
- II. Ensure succession planning in place and all staff are supported to develop in roles
- III. Develop role of ARC members to support and Monitor school improvement
- IV. Establish supportive monitoring systems to support improvements to quality of curriculum

- **Improve Behavior and Attitudes within the school by**

- I. increasing the attendance and punctuality of the learners
- II. Ensure all children have individual behaviour /nurture needs met
- III. Increase methods of communication with parents

- **Improve the Personal development of the learners by**

- I. To ensure that learners in our school are able to access a wide range of opportunities (in the form of our Pledges) and our learners are celebrated, recognised and rewarded for their personal development during their growth at our school.
- II. Work with MHST to provide appropriate mental health support for children
- III. Reestablish Nurture room and provide trained staff to support children's needs
- IV. Improve assemblies to ensure children receive considered range of stories, messages and songs with effective links to PSHE, RE and school values
- V. Increase opportunities and 'cultural capital' experiences that may be lacking in the last two years due to Covid restrictions

- **Develop and continue on going staff training and skills to ensure..**

- I. increase training of staff involved in supporting learning to ensure that they have the expertise to deliver the planned, sequenced curriculum.



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II. Increase training and staff skills to ensure that Teachers and support staff have specialist knowledge as required to support pupils across the curriculum

The governing board has continued to fulfill its duties this year. The governors have continued to challenge the school management regarding academic standards and once Covid restrictions were lifted in full we have restarted monitoring visits. This year to date monitoring visits have included Health & safety monitoring, Safeguarding Monitoring, Pupil Premium spending monitoring and Special Educational Needs monitoring.

The governors have also taken part in a Math's Curriculum Deep Dive Day at the School with the trusts director of education (Andy Mason). Within this event we observed lessons in math's for year R & Year 2, as well as meeting with the schools Math's subject coordinators and the SENCO Lead.

The governing ARC/were closely involved in the reviewing and updating school policy, as well as statutory requirements

The ARC are immensely proud of the way the staff have embraced their duties and returned to their normal duties after covid restrictions and lockdowns. The governors have noted their efforts to make sure that children catch up on the lost education. Despite the fact, that currently we are suffering a large number of absences still due to covid.

On addition to this we are also proud of the staff response and efforts in the recent April Ofsted inspection.



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Future plans for the governors	<p>The main future plans of the Governors are as follows.</p> <ul style="list-style-type: none">· On-going recruitment of Governors to ensure continued effectiveness of ARC and to challenge leaders effectively.· To provide support and to challenge senior leaders and the Headteacher and staff continue to drive the school to improvement.· To continue to perform monitoring responsibilities to ensure that the school meets all statutory requirements and Highgate Infant school Improvement priorities are monitored effectively.· To access and participate in all relevant support and training for governors· To drive on continued development findings from the last Ofsted inspection date 26 April 2022 to be ready for the next Ofsted inspection expected in 1-2 years time.
How you can contact the governing body	<p>We always welcome suggestions, feedback and ideas from parents/ stakeholders – please contact the Chair of ARC/SIB David Marien or the Headteacher Cheryl Kirby, via the Trust office or via details on schools website. 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>