

# Governor Impact Statement 2019/2020



## Whole School Aim

*At Westbury Park School we value and respect everyone. As a learning community, we challenge and inspire one another, developing confidence to make positive choices in a changing world, so that together we discover tomorrow.*

## 1 THE BOARD OF GOVERNORS

SEPT 2019 – AUG 2020

Name	Type of Governor	Current Term of office appointed	Current term of office expires
Richard Bamber	Headteacher	01/01/2016	Ex officio
Tanja Engelbrecht	Co-opted Chair of Governors	28/05/2015 10/09/2020	10/09/2024 09/09/2021
Dr Virginie Mengeaud	Parent Governor Vice Chair SIC-Chair	17/10/2017 10/09/2020 11/12/2018	16/10/2021 09/09/2021 Ongoing
Nicolas Cussen	Parent Governor	06/02/2019	05/02/2023
William Sefton	Co-opted RAC-Chair	17/10/2017 09/10/2019	16/10/2021 Ongoing
Victoria Duggan	Co-opted	17/10/2017	16/10/2021
Georgina Ridsdale	Parent Governor	06/02/2019	05/02/2023
Rev. Emma Langley	Co-opted	04/07/2012	10/04/2021
Daniel Lane	Co-opted	06/11/2019	06/11/2023
Emma Mann	Co-opted	03/05/2016	02/05/2024
Katherine Webb	Co-opted Associated Member	08/10/2013 15/10/2019	15/10/2019 ongoing
Helen Clark	Co-opted Associated Member	13/10/2015 15/10/2019	12/10/2019 Ongoing
Richard Webb	Co-opted	07/10/2014	10/09/2019
Chris Hackett	Co-opted	04/07/2012	15/01/2020

The Board of Governors maintains a skills matrix which demonstrates the diverse skills held by the Board of Governors. This document informs any appointments to ensure the Board of Governors maintain the skills required to be effective.

## 2 CLERK TO GOVERNORS

Mandy Webb - 15/05/2019 - ongoing

## 3 COMMITTEES

SEPT 2019 – SEPT 2020

In addition to the termly Full Governor Board (FGB) meetings each term, Governors participate in one of two committees: Resources & Audit (Finance, Health & Safety and Personal Wellbeing, Internal Scrutiny) and School Improvement (including Data, Special Educational Needs and Disability (SEND) and Safeguarding). Twice a year the Pay Committee meets to review the pay policy and to monitor and report

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to the Full Governor Board on the annual pattern of performance pay progression at each level and the correlation between pay progression, quality of teaching and outcomes for pupils.

In addition, Governors also attend monitoring visits at the school; the purpose of these is determined by areas of focus on the school self-evaluation report: meeting with the School Council, reviewing behaviour, or progress in books. The impact of this is that governors understand and gain knowledge in areas of strength and weakness in teaching and practice across the school. This enables Governors to celebrate good practice and identify areas for development.

Resources and Audit Committee	School Improvement Committee
William Sefton - Chair	Dr Virginie Mengeaud - Chair
Tanja Engelbrecht	Rev. Emma Langley
Nicholas Cussen	Georgina Ridsdale
Richard Bamber - Head	Helen Clark – PP, SEND
Dee Steeds – Business Manager	Victoria Duggan - SEND

### Link Governors:

Safeguarding - Dr Virginie Mengeaud

Health & Safety – Tanja Engelbrecht

Inclusion (SEND, CiC, Pupil Premium and Equalities) – Rev. Emma Langley

## 3 ATTENDANCE

SEPT 2019 –AUG 2020

Governor	Number of board meetings attended this year	Number of committee meetings attended this year
Richard Bamber	7 of 7 (100%)	6 of 6 (100%)
Tanja Engelbrecht	7 of 7 (100%)	6 of 6 (100%)
Dr Virginie Mengeaud	7 of 7 (100%)	5 of 5 (100%)
Nicolas Cussen	6 of 7 (86%)	5 of 6 (83%)
William Sefton	6 of 7 (86%)	6 of 6 (100%)
Victoria Duggan	7 of 7 (100%)	N/A
Georgina Ridsdale	6 of 7 (86%)	4 of 5 (80%)
Reverent Emma Langley	5 of 7 (71%)	2 of 5 (40%)
Daniel Jacob Lane	4 of 5 (80%)	N/A
Emma Mann	7 of 7 (100%)	N/A
Katherine Webb	1 of 2 (50%)	1 of 2 (50%)
Helen Clark	2 of 2 (100%)	1 of 1 (100%)
Richard Webb	1 of 1 (100%)	N/A
Chris Hackett	1 of 3 (33%)	1 of 2 (50%)

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### 4 TRAINING UNDERTAKEN BY GOVERNORS      SEPT 2019 – SEPT 2020

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During the academic year, Governors have attended training sessions run by Governor Development Service (BCC), NW24, Bishop Fleming (School Auditors) and e-learning modules. When considering the skills and training Governors require, particular attention is given to three core strategic functions of the Board of Governors:

1. **Setting the school's vision, ethos and strategic direction**
2. **Holding the headteacher to account for the educational performance of the school and its pupils**
3. **Overseeing the financial performance of the school and making sure its money is well spent**

The following training has been undertaken:

- Safeguarding Children in Education: The role of the governing board
- Health & Safety Update for Governors
- July seminars webinar - Accounts Trustees Report - Bishop Fleming
- The impact of effective decision making on your charity - Bishop Fleming
- Getting the most out of risk assurance and your internal audit - Bishop Fleming
- Helping you through the complexities of the Coronavirus Job Retention Scheme - Bishop Fleming
- Helping your Academy Trust through COVID-19 - Bishop Fleming
- Academy Governance: Effective Governance, DfE Policy and Charity Law
- Addressing Teacher Workload
- Appraising your Headteacher's Performance
- Principles of Good Governance: Induction for New Governor - Academies

### 5 CHAIR'S STATEMENT

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It is not an exaggeration to say that the school year 2019/20 was unique. However, it was an absolute privilege to be part of such a strong and supportive the community that is Westbury Park School. Throughout this pandemic we continue to stand together; rising to the challenges that it presents.

Mr Bamber and his team have worked tirelessly to complete risk assessments and put procedures in place to minimise the risks for all in school and at home. Our children and their families have also played their part, whether they were in school or at home during the first lockdown. I am sure you will all agree that a weekly highlight was the recorded assembly which we could all enjoy and discuss at home with the children. This demonstrates how much the school cared to keep routines alive. As Chair of the Board, it was my personal aim to give the school leadership team the support they needed in such challenging times. During lockdown I was able to relay important information to the whole board which enabled us to fulfil our duties as Trustees. As a board, we have held most of our meetings virtually and conducted much of our usual business remotely. As Governors we have supported the work of the school and managed to a large degree to continue with our plans for 2019-2020.

During the pandemic our main focus was:

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- to ensure we were compliant with Government guidance related to the pandemic
- to ensure pupils enjoyed school, felt valued and part of the school community and had access to an education.
- to support our staff
- to oversee and approve the school's budget
- to approve policies and procedures
- to provide advice and guidance

We have access to an independent training and clerking service who were available for advice if needed, and who provided training and meetings to help us to remain well informed.

This year, we have recruited three new members to the board who complement existing skills as a board. Those governors receive support and have a mentor to help them to understand the principals of modern school governance.

We continue to review policies and procedures to ensure that these are fit for purpose and meet not only our legal responsibilities but also our vision and aims for the school and our pupils. The children and staff remain at the forefront of our decisions as we endeavour to provide the best educational environment for them. Policies were updated regularly to ensure adequate provisions were in place for keeping children safe both at school and online.

We continue to closely monitor the school budget to ensure the school can cope with reduced funding and rising costs. This is a constant challenge and the pandemic has presented further challenges in relation to managing the budget, but we strive to ensure that staffing levels and resources have not suffered as a result. This means that the children's learning and development will continue to be of the highest standard. We continue to be grateful to the WPSA for the fantastic support they give the school in terms of fund raising, resources, time and commitment. It is reassuring too that our breakfast and after school clubs are so popular and provide a vital and comparatively inexpensive service to many parents.

Despite the pandemic, we have been lucky to be awarded to a Capital Improvement Fund (Cif) for our main building heating system. It was a great relief to us all that the school would be warm this winter. Winning the grant meant that reserves earmarked for the heating could be spent on new eco-friendly lighting. All of these improvement works took place over the summer and have had a really positive impact on our learning environment.

The school has achieved most of this year's School Development Plan (SDP), including:

- Inspired by the new School Improvement Advisor we now have a better understanding of the visible and invisible curriculum. This year, we will be linking governors to different curriculum areas.
- Ensured that Governors have a good understanding of data, reports and policies, to allow for confidence to question and challenge as well as to celebrate improvements and success with the support of our SIA and additional training as appropriate.
- Each Governor knows their roles and responsibilities within the Governing Body, and is well-equipped to carry these out by developing and using our Governor Handbook.
- Governors are involved in and prepared for supporting the school in all areas including

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Recruitment, Health & Safety and school performance.

- We have prepared an SDP for the next 3-5 years, following our school principles and values.
- Reviewed the use of premises to maximise benefit to the school and community
- Looked to maximise funding streams to secure financial health.

During 2020-2021 the school's main aims follow

To focus on the return of all children to full time education in the autumn term 2020. Making sure the received Covid Catch-up fund will be effectively used throughout the school for the best outcomes of all pupils and having a new SDP in place, latest at the beginning of 2021.

## 6 HEADTEACHERS APPRAISAL

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The Governing board has a responsibility to hold the headteacher to account for the educational performance of the school and its pupils. The appraisal process is an annual cycle whereby the governor board continuously monitor and evaluate the headteacher's progress in achieving strategic priorities with support of the School Improvement Advice (SIA) of the School. A formal annual appraisal meeting is the endpoint to the annual appraisal cycle. Throughout the appraisal process, the governing board must remember that it has a duty of care to the headteacher. This includes ensuring a reasonable work-life balance, and support for their wellbeing.

## 7 OTHER DOCUMENTS

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Other document available from the Governor's section of the school website:

- The Board of Governors
- Register of Business and Pecuniary Interests
- Meeting attendance
- Scheme of Delegation
- Articles of Association