

Annual Governance Statement for the Governing Body of Waverley School for Special Needs April 2018

In accordance with the Government's requirement for all governing bodies, the 3 core strategic functions of the Waverley School Governing Body are:

- 1. Ensuring clarity of vision, ethos and strategic direction including long term planning;**
- 2. Holding the Head Teacher 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 Governing Body of Waverley School was re-constituted in June 2015 and is now made up of 2 staff governors (including the Head Teacher), 3 elected Parent Governors, 1 Local Authority Governor and 5 Co-opted governors. Co-opted governors are appointed by the Governing Body and are people who, in the opinion of the governing body, have the skills required to contribute to the effective governance and success of the school. On our Governing Body two of the Co-opted governors are parents, two are members of the local community, including a health professional, the Head of The Joint Service for Disabled Children for the London Borough of Enfield and one is a staff member (See Appendix 1 for list of Governors). Three Governors have resigned and the Governing Body has not been successful in recruiting new Governors over the past year and has at least two parent governor vacancies. It is still committed to identifying parents of younger children who would be willing to join.

Governance Arrangements

The full Governing Body meets once each term and we also have a number of committees to consider different aspects of the school in detail. During the past year, we have reviewed our committee structure to ensure that we are operating efficiently and effectively, and we have merged the Staffing and Premises Committee. At Waverley School, we now have a:

- Finance Committee which focuses on ensuring solvency and probity and that the financial resources made available to the school are managed effectively.
- Staffing and Premises Committee which focuses on staff performance and deployment, ensuring the fabric of the building is maintained, is suitably equipped to meet the needs of the pupils and staff, ensures all health and safety obligations are met and promotes outstanding Health and Safety practice across the school.
- Curriculum Committee which focuses on learning and teaching to ensure that there is accountability for the quality of teaching, pupils' achievement (and pupils' behaviour and safety).

At the beginning of the academic year the chairs of each committee met to ensure there is a more strategic focus on the key challenges of the school, a cross fertilisation of ideas and a consistency in approach to committee agendas.

On an annual basis the Governing Body confirms its organisational arrangements including the authority it wishes to delegate to a Committee or an individual, including the Head Teacher for specific tasks. This establishes the governance framework in which the committees should operate and negates the need for exhaustive terms of reference for each of the committees.

We also have several other committees that meet as and when necessary including disciplinary, appeals and staff grievance panels and Head Teacher performance review, with several Governors taking responsibility for specific areas including pupil premium, child protection, Governor training and development and behaviour and safety etc. Governors are invited to contribute to and are involved in a range of operational activity such as interview processes, school visits and health and safety audits.

Current Activity

The Governors continue to be focused on pupils making excellent progress in their personal development; making sure teachers have high expectations and that lessons are very well adapted to pupils' learning needs; pupils' learning and progress can be suitably demonstrated; and teaching within the school is of the highest calibre. Within the context of the school's new three year strategy and annual development plan, the Governing Body is committed to being well informed about the school's provision, future development and the educational attainment of each and every pupil, ensuring that the school's vision 'challenging expectations and sharing success' is realised.

The Governing Body will continue to provide a constructive, robust and rigorous level of challenge to the school's leadership, holding it to account for the school's performance in learning, teaching, its use of financial, human and building resources and its engagement with all its stakeholders. The Governing Body is committed to ensuring effective governance that is open and transparent and that all conflicts of interest are declared, in accordance with its statutory obligations.

What work have governors been involved with in the last year?

It has continued to be a challenging year with governors focused on school improvement, preparing for an impending Ofsted inspection, reductions in budget allocation considering Local Authority funding constraints, overseeing any implications of the SEND agenda for the school including the introduction of the new Educational, Health and Social Care plans for pupils and the effective application of the Pupil Premium. We have ensured sufficient resources have been available to develop the new pre-school provision without distracting from the main school and it is now a fully integrated part of the school's provision for the school.

The Governors were delighted at the outcome of the OFSTED inspection that took place in January 2018 as the "leadership team has maintained the good quality of education in the school since the last inspection....and that the school has demonstrated marked improvement in certain areas. This may indicate that the school is improving towards being outstanding" (Letter of Outcome of OFSTED inspection – 15th February 2018)

We have taken the opportunity to refresh our vision for the school, which is underpinned by our ambition to be an outstanding educational institution that believes in its leadership teams and staff's abilities to enable the potential of every pupil to be realised and a commitment to work with equally aspirational partners to achieve our goals. The Governing Body is also committed to ensuring that the school works as closely as possible with parents and carers as it realises this partnership is fundamental to ensuring the wellbeing and development of every pupil.

The school is now in the first year of its new three year strategy and the Governing Body is monitoring the progress of the strategy in the context of the specific growth areas, through the Head Teacher's summary of the SEF, her termly reports to the Governing Body and a more detailed review by the Curriculum Committee. One of the roles for the governors is reviewing and agreeing school policies, and we have considered a number of key policies, in the context of the organisational and annual review programme and LA guidance, including Safeguarding and Child Protection, Online Safety, Whistleblowing, Safer Recruitment, Staff absence, Relationships and Sex Education and Lettings. Governors will continue to particularly pay attention to school attendance and safeguarding and we have a Nominated Governor for Safeguarding (Janet Leach) and the Head Teacher provides a termly report to the governors about any safeguarding matters.

The Governors have signed up to a Code of Conduct which sets out the expectations on and the commitment required by school governors to carry out its work within the school and the community. We surveyed staff as to their awareness of the role of the Governing Body and it is apparent that the majority of the staff have an understanding, the Governing Body will identify ways of being more open, available and accessible.

The Curriculum Committee has spent time reviewing attainment and progress with view to identifying any patterns or trends such as gender variations, the quality of teaching and learning, teacher training and development, understanding the robustness of judgements and the external moderation and validation of the data. The committee discusses key data that demonstrates the results of pupil achievement and progress, so that we can be sure that the school is on track to fulfil its ambitious targets for all pupils and has considered the framework of outcomes for pupils' wellbeing. Triangulation of the data, external validation and multi agency working continues to enhance the credibility of the self assessment. The committee is particularly concerned about "vulnerable groups" of children and has focused on how the Pupil Premium Grant is impacting on their outcomes, with the evidence suggesting that 100% of the pupils were currently making expected or better progress than expected. Governors have also been concerned as to the level of parental engagement, especially in the pre-school.

The Finance Committee has been monitoring the school's management of its budget. In light of reduced budget allocation, decisions have been taken in respect of reducing management and staffing capacity and reviewing the regularity of the school maintenance programme. The school now monitors its recently created risk register on a termly basis and this allows us to have a clear focus on the top ten strategic, financial, operational, compliance and reputational risks. The committee has taken greater ownership of the budget setting process and progress has been made with identifying wider revenue generating opportunities. A new fundraising group has been established and the school is currently working with a Metropolitan Housing, who as part of their Corporate Social Responsibility endeavours, have offered to support the school with its site repair programme. This is in the context of the school's overall strategy and annual objectives and being

mindful of the potential pressure on pupil numbers, LA educational priorities, its statutory and community obligations and the reduction in the fundraising capacity of WASP.

The Staffing and Premises committee have been providing oversight in relation to staff management, health and safety risks that arise at the school and the challenges of maintaining the fabric of the building in the context of budget constraints. The committee ensure detailed oversight of safeguarding matters and have reviewed the schools policies on paternity/maternity leave, physical intervention, SEN and gender pay. The committee regularly reviews health and safety audits, risk assessments and the asset register. The committee have been monitoring pupil behaviour and the specific use of the safe room. The committee will continue to work with the Health Authority to ensure continuity in nursing and therapy support, to prioritise the building maintenance programme and continue to ensure best practice in health and safety management.

Minutes of Governing Body and Committee meetings are public documents – they can either find them on the Governors' page of our website or you can ask at the school office if you would like to see any of the minutes of our meetings. The Governors views every complaint as a learning opportunity and welcomes all feedback.

Future Plans for the Governors

In light of the outcome of the OFSTED inspection the Governors will be focused on supporting the leadership team in its preparation for a a more rigorous section 5 inspection in which it can demonstrate the progress the school makes to becoming an outstanding school. Further to the specific recommendations arising out of the inspection, the Governing Body will support the school to ensure that:

- i. The early years outdoor area is developed further, particularly for those children who use wheelchairs.
- ii. The role of heads of department is strengthened so that they take full responsibility for the quality of teaching and learning.

The Governing Body will be constantly mindful of its responsibility to ensure a high level of good governance within the school. The committees will continue to ask of themselves the questions 'what does the school do well, how do we know and what needs to improve'. The committees will be considering each of its activity within the context of the identified risks; strategic risks (major threats that give significant long term risk); financial risk (forecasted funding reductions); operational risk (reliability and teaching issues); compliance risk (meeting national, professional standards and legal obligations); and reputational risk (attracting and retaining staff).

We will always be mindful of our approach to succession planning with view to ensuring more parents are contributing to the governance of the school and we are eager to recruit them to the Governing Body. We will need to review the school's level of engagement and communication with its stakeholders, primarily parents and carers and will continue to seek their views on an annual basis.

We will be reviewing progress against the new strategic plan, ensuring that the school is as prepared as possible demonstrate continuous improvement in the quality of teaching and educational attainment of every pupil. We are fully aware of the school's responsibility to ensure the good health and well being of the pupils and staff as they are interconnected. We will advocate strongly for the additional health and therapeutic services and support that the pupils require. We will continue to closely monitor the school's finances in the context of the ever continuing budget constraints and will seek to identify new income generating opportunities to ensure that we can maintain appropriate staffing levels, the fabric of the building and ensure that we can provide the pupils with most modern and up to date equipment that will enable the children to thrive. In the current economic climate our constant focus will be upon seeking ways to ensure the sustainability of the school in the future.

Contacting the Governing Body

We always welcome suggestions, feedback and ideas from parents - please contact the Chair of Governors, Janet Leach, via the school office. You can see the full list of governors; their attendance at meetings; minutes of governing body meetings and more information about what we do, on the Governors' page of the school website.

Appendix 1

List of Governors

			Term of Office
Janet Leach	–	Co-opted Governor and Chair	10 June 2015 – 10 June 2019
Marcia Andrew	-	Co-opted Governor	10 June 2015 – 9 June 2019
Simone Barnett	-	Parent Governor	17 December 2017 – 16 December 2021
Lucille Balcombe	-	Co-opted Governor	8 June 2016 – 6 June 2020
Lorraine Roberts	-	Co-opted Governor	10 June 2015 – 9 June 2019
Martin Nield	-	Co-opted Governor	11 November 2015 – 10 November 2019
Imdadur Rahman	-	Parent Governor	24 February 2016 – 23 February 2020
Neil Taylor	-	Parent and Vice-Chair	7 June 2016 – 6 June 2020
Gail Weir	-	Head Teacher	N/A
Ayshe Behic	-	Staff Governor	17 November 2016-16 November 2020
Paul Schwartfeger	-	Local Authority	16 November 2016- November 2020

Our Vision

Challenging Expectations and sharing success

By

- Enabling Waverley learners, their families and the staff to be successful. Providing outstanding teaching which uses accurate evidence to build on previous learning and offering a student centred approach.
- Enabling Waverley learners to develop the skills they require to be as independent as possible, going into adulthood. Working closely with adult services to ensure these skills are utilised successfully
- Exploring new models of working which push the boundaries of success though collaboration with other schools.
- Influencing teaching practice around the world. We will work with universities and colleges to ensure outstanding practice is shared.