

# Creating Opportunities



## Annual Statement of issues faced and addressed by the Governing Body Cardinal Road Infant and Nursery School 2019-2020

Issue	Action	How	Who	Evaluation
Governing Body Membership	Advertise for a Parent Governor in September 2020 on our return to school	Recruitment drive- newsletter, meetings	Head teacher	Hopefully recruit a Parent Governor for Autumn 2020
Budget Setting, Monitoring and Review	To agree and set the budget and monitor on a termly basis to ensure sound financial management	Budget set and agreed by Resources Sub-committee then presented to full Governing Body	Resources Sub-committee and termly monitoring Feed back to full Governing Body	Governors are satisfied that the school is meeting the requirements of the new SFVS and planned projects have been successfully completed along with additional costs linked to the pandemic
Policy Documentation Review	To review school policies to ensure they meet the requirements of the school and most recent national recommendations where appropriate	Use of the School's Policy Review documentation	The appropriate sub- committee or full Governing Body reviews the policies documentation	Adherence to the School's Policy Review documentation and statutory requirements plus appendices relating to COVID-19
Review the School Development Plan	To carry out a review of the school development plan to ensure it meets the needs of the school and is effective	Full Governing Body will ratify the School Development Plan for the academic year ensuring it meets the key priorities of the school	Curriculum sub- committee will monitor each term and feed back to the full GB	The School Development Plan is fit for purpose and addresses the key priorities of the school and the catch up required due to COVID-19

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To monitor attendance data looking closely at persistent absenteeism	Look closely at data at Curriculum Meetings	School to provide appropriate data for the meetings	Governing Body	Attendance was not reported for 2019-2020 due to the extenuating circumstances of COVID-19
Review the school's performance	To review progress data and results and challenge the leadership on the performance of the school looking closely at different group's performance	The curriculum sub-committee will receive and review the most recent data and results on the Governors Monitoring Overview	Curriculum sub- committee will monitor each term and feed back to the full Governing Bod Governors	The Governing Body have a clear understanding of the performance of the school and challenge where appropriate Data was reviewed up until we went into lockdown All End of Year tests and reporting was abandoned for 2019-2020 due to the challenges of COVID-19
Agree the judgements for the SEF in relation to performance	Review the statements at the Curriculum committee meeting	Agree the judgements	SLT and Governors	Ofsted Outstanding judgement achieved May 2019
Ensure compliance to GDPR	Implement an action plan	Use the support of Judacium	GDPR School Officer	Compliance to GDPR regulations and the complexities that COVID-19 created. Home working policy was written plus continual advice in relation to data sharing

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Performance Management	To carry out Performance Management of the Head teacher  To monitor the performance of the staff	Review of performance for the academic year and set new targets  To receive a report from the Head Teacher	Performance Management Sub Committee in consultation with an External Advisor  Pay committee	Challenging targets set for the HT which drive improvements in school- Outstanding judgement received May 19 which were then amended to meet COVID-19 challenges  Staff performance is linked to pay taking into consideration the impact of COVID-19
Completion of the Health and Safety Documents requirement from LA	Documentation gathered and discussed with the Health and Safety Governor and Resources sub Committee	Documentation emailed	Resources Committee	Health and safety documents submitted
Monitoring of bumps and bruises in the playground	Submit data to H & S Governor	Data placed on a graph to monitor	H & S Governor	COVID-19 has impacted the data for 2019-2020
Detailed COVID-19 Risk Assessment and action plans completed	Adhere to DfE and LA guidance	Consult with staff, parents governors	Head teacher	Risk Assessments and Action plans minimise risks and are manageable

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Governors to complete skills audit	Gaps identified	Audit to be circulated	Chair of Governors	CPD to be organised for identified gaps
Ensure the school is compliant to safeguarding policies and procedures	Safeguarding has a high profile in all decisions	Safeguarding is a regular agenda item	Resources Committee	School is following procedures as outlined in policies to keep the children and staff safe and was amended to include COVID-19 arrangements
Safeguarding Audit	Complete Section 175 and Section 11 Safeguarding Audits	Complete audit requirements	HT and Chair	Audit completed and submitted
School Central Record is regularly checked by HT and Chair of Governors	HT and Chair of Governor Meetings	Every term Use Andrew Hall SCR Check	Governor Trainer/Modern Governor/Andrew Hall	School Central Record is compliant to statutory requirements
GB to update their safeguarding knowledge	Governors ensure training is up to date	Governor Buyback		Safeguarding training is received and effectively updates Governors
Review curriculum implementation in school	Subject Leaders to inform Governors about developments in their area of responsibility	Presentations to Curriculum Committee who then feedback to the full Governing Body	Curriculum Committee	Governors are knowledgeable about subject areas and developments within the school
Governors visits	Possible, visit schedule to be drawn up	Reminders to be sent	Deputy	Governors to visit the school as agreed schedule

Issue	Action	How	Who	Evaluation
Review and upkeep of buildings and school site	Continue with redecoration programme	Actions presented by HT and agreed by Resources Committee (or full GB) which is then fed back to the full GB	Resources sub-committee Full GB	Upkeep of the building according to School Condition Survey Internal decoration schedule was completed, playground area was resurfaced and playground equipment surface areas were renewed with needle punch carpet. Playground equipment was treated. Additional handwashing facilities were installed, the cisterns in the toilet block were submerged and the flat roof was repaired.