

Creating Opportunities



Annual Statement of issues faced and addressed by the Governing Body

Cardinal Road Infant and Nursery School 2017-2018

Issue	Action	How	Who	Evaluation
Governing Body Membership	Recruit a Parent Governor	Recruitment drive	Governors	Parent Vacancy filled
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 SFVS and planned projects have been successfully completed
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
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
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	Parents aware of the need to send their children to school every day unless they are ill reduction in persistent absenteeism

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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 Body	The Governing Body have a clear understanding of the performance of the school and challenge where appropriate
Agree the judgements for the SEF in relation to governor's performance	Review the statements at the Curriculum committee meeting	Agree the judgements	Governors	Governors accurately judge their performance
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 Asset plan and needs
Performance Management	To carry out Performance Management of the Headteacher	Review of performance for the academic year and set new targets	Performance Management Sub Committee in consultation with an External Advisor	Challenging targets set for the HT which drive improvements in school
	To monitor the performance of the staff	To receive a report from the Head Teacher	Pay committee	Staff performance is linked to pay
Review curriculum performance and implementation in school	Link governors to liaise with Subject Leaders to find out about developments in their area of responsibility	Ensure contact takes place according to the Link Governor rota to feedback to the full Governing Body	Link Governors	Governors are knowledgeable about their subject area and developments within the school

Issue	Action	How	Who	Evaluation
Ensure the school is compliant to safeguarding policies	Complete safeguarding audit in curriculum sub committee	Safeguarding audit is a regular agenda item	Resources Committee	School is following procedures as outlined in policies to keep the children and staff safe
Safeguarding Audit	Complete Section 175 and Section 11 Safeguarding Audits Complete Andrew Hall's check list	Complete audit requirements	Chair and HT complete	Governors know the outcomes of the audit
School Central Record is regularly checked by HT and Chair of Gov	HT and Chair of Governor Meetings	Every term	HT and Chair	School Central Record is compliant to statutory requirements
GB to update their safeguarding knowledge	Chair to liaise with Governor training and organise	Governor Buyback	Governor Trainer	Safeguarding training is received and effectively updates Governors
Completion of the Health and Safety Audit	Complete the audit in discussion with the Health and Safety Governor and Resources sub Committee	Health and Safety Governor to meet with HT and go through the audit and conduct a health and safety walk	Resources Committee	Health and safety audit completed and any remedial action addressed
Monitoring of bumps and bruises in the playground	Submit data to H & S Governor	Record kept	H & S Governor	Findings discussed a Resources Committee and acted upon

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To monitor attendance data in particular persistent absenteeism.	Look closely at data at Curriculum Meetings	Discuss and take agreed action	Governing Body	Parents aware of the need to send their children to school every day unless they are ill
Governors visits	Visit schedule to be drawn up	Reminders to be sent	Deputy	Governors to visit the school as agreed schedule