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Annual Governance Report for Whitehall Park School Local Governing Body 2017-18

Whitehall Park School is sponsored by Bellevue Place Education Trust and opened as a Free School in September 2014. Whitehall takes 60 pupils per year and opened with Reception pupils in September 2014 and will grow to a capacity of 420 pupils in September 2020.

Working in partnership with the Headteacher and other staff, Governors are involved in strategically managing the implementation of:

- setting the school's aims and policies;
- improving standards of teaching and achievement;
- setting the school's budget plan and monitoring expenditure;
- interviewing and appointing teachers and support staff;
- acting as a link between the local community and the school;
- dealing with complaints about the school;
- drawing up the annual School Development Plan and monitoring the success of the plan.

Governance Arrangements

The Local Governing Body of Whitehall Park School (WPS) is made up of 2 staff governors (including the Headteacher), 2 elected Parent Governors and 6 Community (Sponsor appointed) Governors. The Community Governors are appointed by Bellevue Place Education Trust. In January 2018 Deborah Evans joined the GB as a new Parent Governor

The Local Governing Body met twice each term, and in 2017/18 had two committees to consider different aspects of the school in detail. These two sub-committees are the Finance and Operations Committee, which focuses on finance, premises and some personnel matters and has been in operation since the start of 2015; and from early 2016 an Education Committee, which examines the standards of teaching, the teaching environment, the performance of the children, the provision for Special Educational Needs, extra curricular provision and evaluating school policies. We also have committees that meet on an ad hoc basis if required to consider pupil discipline and staffing matters.

In 2018 the Trust consulted upon and are enacting new governance arrangements from September 2018 and WPS will now be overseen by a Local Advisory Board whose membership will be finalised at its first meeting on 3rd October

Attendance record of governors

Governors have excellent attendance at meetings and we have never cancelled a meeting because it was not "quorate" (the number of governors needed to ensure that legal decisions can be made). See page 4 for details of the attendance of individual governors at meetings in 17/18. Information regarding the governors can also be found at www.whitehallparkschool.org.uk.

<p>The work that we have done on our committees and in the Board of Governors</p>	<p>The full Governing Body met 6 times in the last academic year. At each meeting the GB receive an update from the Clerk on progress with decisions taken by the GB/ reports of Governor visits and learning walks to the school plus progress on School policies reviewed individually in advance of a meeting by Lead Governors.</p> <p>AUTUMN TERM 2017 The GB considered the key following business: -</p> <ul style="list-style-type: none"> • School Development and Self Evaluation plan 2017-18 • Admissions Policy 2019-20 /Equalities statement and review of outcomes for 16-17/Pupil premium Statement for 17-18/ sports premium grant statement • Outcome of the performance management appraisal of the Headteacher and the School Leadership team • Report from the Education Committee on their education priorities for the school year • Report from the Finance Committee on the close of the 16-17 school budget/ Update on 17-18 budget and the Committee's 17-18 priorities • Feedback from external moderation • The Governing Body Yearly strategic calendar drawn up by the Headteacher • The Headteacher report on key aspects of the school including an overview of school targets for /EYFS/Key stage 1 with data for the children as well as pupil premium data/A focus on Thinking Skills • How the school is preparing pupils for life after primary school, noting that the Trust are preparing a Transition to Secondary School Trust Strategy • Extended Schools Provision/catering provision and an update on the School site • GB noted the out come of GB Self Evaluation Exercise and Governing Body training priorities for 17-18 • GB received a half termly update on national governance matters from the Clerk <p>SPRING TERM 2018 The GB considered the key following business</p> <ul style="list-style-type: none"> • The termly report from the Headteacher report covering Admissions/School Mobility rate/ SENDCO provision Attendance attainment and progress/ Quality of Teaching/ Safeguarding/Pupil premium with detailed data for Reception and Key Stage 1 children (Y1 to Y3) including the rising stars objectives process . • A report from the Headteacher's visit to an independent school in Sussex that is run by Bellevue Education, one of the organisations that founded Bellevue Place Education Trust. GB noted that WPS are advanced in its testing and the curriculum • Confirmation of School term dates 2018-19. • A detailed Finance report and a Staffing report • Review of the School Development and Evaluation Plan 2017-18 • Report from the Education Committee
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	<ul style="list-style-type: none"> • Link governor and Learning walk reports from Governors including EYFS/Health and Safety /Maths • Feedback from external Moderation reports • Safeguarding update at WPS including a positive report from the Trust's external Safeguarding audit of WPS • In March the GB received a presentation from the Chief Executive of the Trust and a representative from the National Governors Association on proposed changes to Local Governance Arrangements. GB made a the formal response to the consultation • An update on Extended Schools provision at WPS • Performance management of the staff <p>SUMMER TERM 2018</p> <p>The GB considered the key following business</p> <ul style="list-style-type: none"> • Feedback from the Headteacher visit to Deer Park school - Learning Review. Deer Park is another free school within the Bellevue Place Education Trust family of school. • Admissions Update for September 2018 • Safeguarding Update • A report from the May Education committee meeting • Finalise arrangements for Governor involvement in the 2018/19 School Self evaluation and Development Plan, including a full-day session with Governors and the School's Leadership team • Latest update on the School Evaluation and Development Plan and the latest performance data (summer 2 data analysis) • An analysis of parental responses to the School questionnaire • Staffing report including the proposed structure for 2018-19 and staff development information/ Quality of Teaching data/ staff absence data • Update on Extended School provision • EYFS Report /regulation and Compliance report from Bellevue Education • Consideration of 2018-19 budget and a review of 2017/18 school budget • The termly headteacher report including data for End of Year outcomes from 2017/18 for Reception, Year 1 2 and 3 children / Attendance /admissions/ /assessment/ Community Engagement and Events/ Curriculum updates and development/ External moderation of school data and parental feedback on the school • The latest moderation report from the Trust to the Governing Bodies of its schools • Report back from Trust on LAB Terms of Reference and workplan and approval of proposals on LAB roles and Governor workplan for 18-19 • Initial thinking on a project ' What makes this school unique? • A Learning Review of the school • Policy Review • Understanding the school's approach to play and evaluating the Playground Design and Construction - Tender
<p>Future plans for the</p>	<p>The Governing Body in June met informally to look at the 2018/19 School evaluation and Development Plan and reconfirmed their key governance</p>

governors(Local Advisory Board)	<p>priorities as follows: -</p> <ul style="list-style-type: none"> • Further develop and grow middle, senior and emerging leaders • Continue to refine and improve whole school assessment processes to make them manageable and meaningful • Improving the clarity of communication with the wider community • Ensure families are clear about effective methods of communication • Provide opportunities to make school more accessible for local community and families • Ensure that the Local Advisory Board’s strategic overview provides effective opportunities to develop further the role of advisers and their impact on school self-evaluation, monitoring and school development planning
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Members of the Whitehall Park School Local Governing Body

Governor	Role on LGB	Type of Governor	Date appointed
Paul Domjan	Chair and link governor for Curriculum and Parental Engagement/Pupil Voice	Community Governor	July 2014
Dr Deborah Evans	Link Governor for Admissions and Attendance	Parent Governor	January 2018
Timothy Godfrey	Vice Chair and Link Governor for SEN/ Safeguarding and Child Protection	Community Governor	July 2014 until 31 August 2018
Linda Trapnell	Link Governor for EYFS	Community Governor	March 2017
Todd Lindsay	Chair of Education committee and Link Governor for Health and Safety and premises	Community Governor	July 2014
Amanda Burgess	Trust Liaison	Sponsor Representative	November 2017 until 31st August 2018
Sarah Chapman	Chair of Finance Cttee and Link Governor for Admissions and Attendance	Community Governor	July 2014 until 15th January 2018
Laura Birkett	Headteacher	Staff Governor (Ex-officio)	N/A
Nicki Wright	Link Governor Attainment and achievement	Staff Governor	December 2014 Until 31st august 2018
Nikki Uppal	Link Governor for Equality Community and parental Voice/Maths	Parent Governor	December 2014

David Martin	Link Governor for pupil achievement	Parent Governor	December 2014 until November 17
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Attendance Record of Whitehall Park LGB members for 2017/18

	Full LGB Meetings	
	Attendance	Number of meetings
Paul Domjan	6	6
Dr Deborah Evans	4	4
Timothy Godfrey	4	6
Todd Lindsay	4	6
Sarah Chapman	0	2
Laura Birkett	6	6
Nicki Wright	6	6
Nikki Uppal	6	6
David Martin	2	2
Linda Trapnell	4	6
Simon Ward	2	2
Amanda Burgess	3	4

Governor Training Record of Whitehall Park LGB members

Governor	Safeguarding Training	Other individual training since Appointment as A Governor
Paul Domjan	Yes	Senior Executive Training programme at the London Business School which covered Governance/ read NGA publications and conducted internet research on education policy, education research and issues facing the school . Organisational Improvement
Timothy Godfrey	Yes	Level 3 Safeguarding and Child Protection
Linda Trapnell	Yes	Online Prevent training/ Update on the role of leadership in different formats of school Administration with Prof Peter Earley UCL
Todd Lindsay	Yes	Level 3 Safeguarding and Child Protection - for Designated Safeguarding Leads/Mental Health and the Developing Adolescent/PREVENT
Simon Ward	Yes	Various Governor Training as a Trust representative on GBs
Sarah Chapman	Yes	Project Management/Bribery legislation/Data Protection/Contracts/ Directors Duties
Laura Birkett	Yes	Various Staff Training and cpd /Safeguarding Level 3/Headteacher Briefings
Nicki Wright	Yes	Various Staff Training and cpd
Nikki Uppal	Yes	Governor performance and procedures
David Martin	Yes	Child protection and Safeguarding training provided by Camden LBC/ Book scrutiny training

Dr Deborah Evans	Yes	
Amanda Burgess	Yes	Various Governor Training as a Trust representative on GBs

Additionally on a termly basis full Governing Body meetings, have a training and development session that needs to be added to the above training and in 2017/18 this covered :-

- Classroom Monitor
- Thinking Schools
- School Governance - presentation by the Trust
- Sex and Relationships Education
- Presentation on Y4 Curriculum
- Additionally Governors attended a session on School development Plan in June 2018

All Advisers are signed up to the National Governors Association and receive the weekly e mail on key educational governance developments.