



Benwick Primary School Governor Newsletter to Parents

Welcome

We would like to welcome you to the Summer Term School Governor Newsletter. This has been written by the Learning & Standards Committee of the Governing Body at Benwick Primary School, who are keen to keep you informed of what is happening in school. It is proposed that we will issue a newsletter three times a year and this will be our second Newsletter of this school year. In this issue we are including some key information on:

- Latest News on Academy Conversion
- Budget Agreement
- New Governor
- Governor Vacancy
- FOBS
- What is a Governing Body
- Governor Responsibilities
- School Improvement Plan
- Governor Visits
- School Website
- How to contact a Governor
- Important Announcements

Latest News

Update on where we are with our conversion to Academy Status. We have now gone through the process of due diligence and it has all been agreed with The Lime Trust Board on the 27 April 2018. So, this now means we have entered into a Consultation Period. We held three Consultation Meetings on Wednesday 2 May 2018. We unfortunately didn't get anyone attend the 9am meeting, at the 3pm meeting we had three staff members and on our final meeting of the day at 6pm we had 1 lovely parent who asked lots of very good questions. We also sent out surveys to every parent and had 2 people respond to that again with a few good questions. If anyone has any questions or concerns about converting to an Academy then please do not hesitate to contact either Mrs North or any one of the Governors who will be more than happy to have a chat with you.

So where do we go from here? Our next step is for our request to go to the Head Teacher Board and this will be sometime in May. This will be then followed up with a couple more formal consultation meetings (to take place in June this year) and there will be tea/coffee and cake!! The aim then is to be fully converted to Academy status on the 1 September 2018.



School Budget

It has been a busy month so far for the governing body. Two governors from the Finance Committee (Mark Goulborne and Jayne Fleet) met with the Finance lady from the LA and Mrs Hill and Mrs North to go through the schools budget for 2018/2019. This was a very long meeting indeed but we got everything sorted and were very happy at where we are heading for the next school year. The budget was then presented to our Full Governing Body meeting last Thursday 3 May, and the budget was agreed and all signed off ready to go to the LA.

New Governor

We also welcomed at our last FGB meeting a brand new governor and this is Mr Mark Chapman, who has joined us as the Local Authority Governor. Some of you will know Mark from the Parish Council.

Governor Vacancy

We have a vacancy for a Parent Governor to join our Governing Body. If you are interested please make an application in writing to the Clerk to the Governing Body at Benwick Primary School.

FOBS

Who are FOBS, they are Benwick Primary's School PTA and are always looking for new members or, if you can't commit to being a member they always welcome helpers. Please see either Mrs Goulbourne, Mrs Papworth-Boston or their Facebook page for updates on helpers required and events that are being held to raise money for our school. They do a fantastic job at raising funds. In the past they have brought the lights for the Christmas and Summer productions which has helped save the school lots of much needed money. They have also donated the reading chair that can be found on the playing field and also the Trim Trail. Each year allocate money for each class for class trips and this pay's for the coach. Without FOBS school trips would be a higher cost to parents. So please, if you can spare just an hour or two when they have events please help this worth while cause.

What is a Governing Body?

The Governing Body makes a major contribution to the leadership of the school and its successes with a clear focus on raising standards and improving the quality of provision. It is fully involved in the strategic planning, formulates policies, and supports the staff in implementing them. Specifically a governing body:

- Makes decisions collective as a team and works closely with the Head Teacher.
- Is legally required to meet at least once a term.



- Will have a committee structure enabling issues to be discussed in detail before recommendations are put to the full governing body, some matters will also be delegated to a committee.

Governor Responsibilities

Although Mrs North, as the Head Teacher, is responsible for the day-to-day management of the school, she will be implementing some of the policies made by the Governing body. It is the responsibility of the governing body to:

- Agree the aims and values of the school
- Draw up and review the School Development Plan
- Make and review school policies
- Set and monitor the school budget
- Ensure the National Curriculum is taught
- Ensure the needs of the individual pupils are met, including special needs
- Establish and maintain positive links with the local community
- Have a published strategy for dealing with parental complaints
- Ensure Health & Safety issues are addressed

Governing Bodies **DO NOT:**

- Inspect the school
- After visiting the school, report back on the quality of teaching
- Authorise all expenditure
- Share concerns about staff capability
- Decide on how pupils are taught different subjects
- Have the right to exclude a pupil
- Write school policies on their own
- 'Rubber Stamp' recommendations from the Head Teacher

The Governors meet in full session once per term. This full meeting is largely driven by legal requirements on school Governors and any major initiatives that are currently under way. The meeting usually assigns further work to sub-committees, of which there are three regular ones, and considers any recommendations back from them. They are:

- **Resource Committee (Finance Committee)** – This looks after the school finances, infrastructure and health & safety
- **Personnel Committee** – This committee is responsible for all staffing matters, as well as anything that affects pupils' welfare
- **Learning & Standards Committee** – This committee is responsible for School Improvement and overseeing curriculum development.



School Improvement Plan

All schools are required to produce a plan each year. The Head Teacher, Staff and Governors discuss areas for development and targets and priorities are agreed. The plan is monitored throughout the year and contributions are given by our School Improvement Partner (SIP), provided by the Local Education Authority.

Governor Visits

Each term, a Governor will focus on a specific aspect of school and conduct a visit.

School Website

The website is an important part of the school and The Learning & Standards Committee maintain the site but many different people are involved in publishing information on the site. We have been busy recently 'revamping' the site to make it more user friendly and accessible. Please take time visit the site from time to time, you will find it at www.benwick.cambs.sch.uk

How to contact a Governor

Each governor has an email address set up through the school for you to email us, and these emails can be found under the Governor section of our website.

We look forward to hearing from you! Please feel free to ask us anything, We DO NOT bite I promise.