



1<sup>st</sup> Edition – July 2016

## Governor Parent Newsletter

Welcome to the first edition of our "Governor Parent Newsletter". One of our aims as governors is to improve our contact with parents and carers and to raise awareness of the work we do. The governing body is responsible for setting the overall strategic direction for the school and monitoring its performance, rather than being involved in the day to day running of the school, so for many parents we are aware that we can appear remote from the everyday life of the school. We are hoping that the introduction of our governor newsletter will help you feel that you have a better understanding of who we are and what we do.

In this first edition we want to introduce you to the members of the governing body and to tell you about some of our responsibilities. It is our intention to produce the newsletter twice yearly. We will be sharing with you our Governing Body activities and some of the areas of general interest that we have been looking at during our meetings. Minutes of Full Governing Body meetings are always available for you to see, and can be found on the school's website.

<http://www.brookfield-jun.kent.sch.uk/Governors.html>

### What is a governing body?

All state funded schools are required by law to have a governing body. The governing body oversees the development of the school but does not deal with the day to day management of the school which is dealt with by the Head Teacher and staff.

The governing body's main responsibilities are to:

- Help set the school's aims and objectives.
- Allocate and control the school's budget, from funding of staff to investing in buildings or equipment.
- Support and challenge the head teacher and together take positive steps to improve the school.
- Monitor and evaluate progress.
- Appoint senior staff.
- Ensure the accountability of the school in line with statutory requirements.

Each year the Governors along with the Senior Leadership Team set a new School Development Plan. This school year our priorities have been as follows:

- Key Issue 1:-Raise the percentage of pupils working at 'expected levels' and above in Writing, in line with national data.
- Key Issue 2:-Consistently good teaching in Science (in preparation for Brookfield obtaining the Primary Science Quality Mark)
- Key Issue 3:-Reduce incidents of unacceptable behaviour; Increase pupil/parental understanding and positive perceptions of strategies used for dealing with bullying effectively
- Key Issue 4:-SLT+GB marketing of school within and beyond local community

In pairs or as individuals we monitor the progress and impact made in reference to each priority within the School Development Plan and in other key areas, such as Finance, Health and Safety and Safeguarding.

### Our Governors and their responsibilities 2015 - 2016

| Name                | Role                                       | Responsibility   |
|---------------------|--|--|
| Mrs Carolyn Pratley | Chair & Local Authority Governor           | Health, Safety and Premises<br>Key Issue 2<br>Key Issue 4  |
| Mrs Holly Barradell | Vice Chair & Co-opted Governor             | Safeguarding procedures and statutory requirements<br>Training Governor<br>Key Issue 4   |
| Mrs Jenni Haywood   | Co-opted Governor                          | Pupil Premium allocation<br>Key Issue 1  |
| Mrs Sue Delves      | Parent Governor                            | SEN and Child Protection<br>Key Issue 3  |
| Mrs Sam Wheeler     | Parent Governor                            | Budget Monitoring<br>Pupil Premium allocation<br>Sports Premium Monitoring<br>Key Issue 1<br>Key Issue 3                           |
| Mrs Melanie Blewer  | Head Teacher Governor                      |  |
| Mrs Karen Down      | Staff Governor                             | SEN and Child Protection<br>Pupil Premium allocation<br>Single Equality Plan<br>Safeguarding procedures and statutory requirements |
| Mr Rob Baldock      | School Business Manager & Associate Member | Health, Safety and Premises<br>Budget Monitoring   |
| Mrs Rachel Pearson  | Clerk                                      |  |

## Governor monitoring and activity

- Brookfield Buddies – This is a Governor led initiative. We suggested that the children received acknowledgement for their positive social skills as well as their academic achievements. A child from each class is awarded the title of 'Brookfield Buddy'. The award is given following nominations by the children or staff.
- Science Fair – It was lovely to see the children so excited and engaged in this fun week of learning.
- Parents evening – Some of our Governors attended and enjoyed receiving feedback about our Strategy Picture and other points raised by parents.
- Special Educational Needs – It is important that all our children are able to achieve to the best of their abilities. We therefore have regular visits to ensure that children with SEN are receiving the support that they need
- Health and safety – Regular visits take place to ensure we are compliant with regulations and that the right strategies and safeguards are in place so that our children are kept safe.
- Safeguarding – Regular visits take place to ensure we are keeping our children safe in a changing world.

## Policies

Policies we've reviewed so far this year:

- Drugs and Substance Misuse
- Safeguarding
- Admissions
- Restrictive Physical Intervention
- Charging
- Lettings
- Health & Safety
- Sex and Relationships Education
- Complaints Procedure – Parents

These can be found on our school website.

## Pupil Premium

Our school receives Pupil Premium funding for each child registered as eligible for free school meals at any point in the last 6 years. This year we have been granted in the region of £120,000 which is spent on ensuring that these children are able to achieve to the best of their ability. This is described as "narrowing the gap" by the Government. Please take a look at our school website to see the variety of ways in which we spend this money and the impact it has on our children here at Brookfield. <http://www.brookfield-jun.kent.sch.uk/PupilPremium.html>

## Year 6

Congratulations to the Year 6 children who completed their SAT's. We wish them well in their new schools and hope they enjoy their last few weeks here at Brookfield.

## Thank you and Farewell

We'd like to take this opportunity to say a big thank you to Holly Barradell and Jenni Hayward who will be leaving us at the end of the year. Holly has been a dynamic and committed member of our governing body and her wicked sense of humour has also been appreciated! She has worked hard in the role of training governor to make sure that the governing body has all the skills that it needs to perform its role and has also put considerable effort into monitoring of Brookfield's safeguarding efforts. Jenni has worked extremely hard with the school, focussing on writing and Pupil Premium. Her advice and support with the changing government expectations for the curriculum has been very much appreciated. They have been a real asset to our team and we will miss them. Good Luck Holly in your new post as an Assistant Head Teacher and to Jenni in your post as a Vice Principal.

Thank you and good luck to Miss Palmer, Miss Underdown, Miss Down and Miss Halpin, who are moving on to pastures new, and to Mrs McDonald who has been covering maternity leave.

## Finally

Thank you for taking the time to read this.

If you wish to know anything else about what we do please feel free to make contact with the governors via the website. The first link will take you to our page where there is an opportunity to email us.



Brookfield Junior School Governing Body