



## The Governing Body of Owlsmoor Primary School

# REPORT TO PARENTS FOR THE SCHOOL YEAR 2019/2020

### 1. INTRODUCTION

The Governors present this, their Annual Report for 2019/2020 following the discontinuation of the School Profile publication.

The Governing Body has carried out its legal duties, and has supported the Headteacher and her staff, ensuring the opportunity of an excellent education for all our children in a happy and secure learning environment.

### 2. THE GOVERNING BODY

The members of the Governing Body are:

**Name:**

Mrs E Cole	Headteacher
Mrs C Jones <b>Chairman</b>	Local Authority Governor
Mrs C Ablett	Co-Opted Governor
Mrs A Allard	Co-Opted Governor
Mr B Francis <b>Vice Chairman</b>	Co-Opted Governor
Mrs J Read	Co-Opted Governor
Mr J Slot	Co-Opted Governor
Mr D Barnett	Parent Governor
Mr R Fox	Parent Governor
Miss C Fromont	Parent Governor
Miss E Horner	Staff Governor
Mrs F Stanton	Clerk to the Governors

### 3. ACTIVITIES OF THE GOVERNORS

There have been nine Full Governing Body meetings so far this year (two held virtually) to receive and discuss the matters of the committees (Resources, Curriculum and Pastoral, and Communication and Community), and to receive the termly Headteacher's reports. Our final virtual meeting of the academic year will be held on the last week of term. These regular meetings give all Governors a greater understanding of the issues of the school and enables informed decisions to be made on a more regular basis.

The Governors work closely with the school on strategic planning. This year, due to the pandemic we were unable to attend the inset day with staff in the summer term. The Governors' Management Plan links all the work in the Governor committees, the School Development Plan and the Headteacher's performance targets to raise standards in management and leadership and ultimately pupils' outcomes

In addition to attending formal meetings and Governor training, outside of pandemic conditions, Governors regularly visit the school to see the children at work, are in attendance at the parent consultations and parent forums and take part in various school activities. All Governors also take on specific roles within the Governing Body and work closely with staff co-ordinators.

No expenses have been claimed or paid to the Governors. I am well aware that costs have been incurred and the school benefits from the Governors' generosity.

#### 4. RESOURCES COMMITTEE REPORT (Chairman: Mrs Angela Allard)

##### Staffing

I am sorry to have to say that we shall be saying goodbye to six members of staff at the end of term, Miss S Bowden Y4, Mrs K Bryan Rec, Mr R Dunbar HLTA, Mrs M Johnson Y6 and Miss J Klesel TA. Mr M Taylor is leaving as a full-time member of staff, although we are hoping to employ him to cover some supply next year. We would like to say a big thank you to them all for all their hard work and dedication during their time at Owlsmoor Primary School, and to wish them all the very best in the future. I am pleased to be able to say that interviews have taken place and four new members of the teaching staff will be joining Owlsmoor Primary School in September.

##### Premises

The upgrade to the KS1 & 2 toilets were completed as planned. New wireless access points were installed throughout the school to improve internet connectivity within classrooms. The ball playground fencing, as reported last year, was kindly replaced by the PTA and the drains in this area were also fixed. A new gate and pencil post fencing was installed in KS1 and the perimeter fence at the front of school was replaced. Landscaping at the front of the school allows better visibility of our school signage. A new grounds maintenance contract started in April 20 and is proceeding well.

Going forward, there is a commitment to refurbish the Y1 boys' toilets and replace the school boilers.

##### Finance

The financial year ended on 31st March 2020 with total expenditure of £2.1m. Expenditure by category was broadly in line with budget. A £98k balance has been carried forward to the 20/21 budget and is broadly in line with the prior year.

Expenditure during the year is closely monitored with the bursar attending termly both one Full Governor Board meeting and meeting with the Resources' governor where the budget is reviewed.

##### Capital

The school benefited from additional funding at the end of the 18/19 financial year and this was used to improve the internet connection throughout by replacement of the WAPS, replace the KS1 boys' toilet, install a KS1 gate and pencil post fencing, replace the air-conditioning unit and replace some of the perimeter fence at the front of the school.

The Governing Body has given approval for planned expenditure of £2.3m during 20/21. At the time of writing, the DfE have committed to funding schools to pay their staff, and meet their other regular financial commitments, as we move through these extraordinary times.

There have been some changes that impact the budget:

- Supply teacher requirements are anticipated to be lower due to the COVID-19 pandemic
- A new grounds maintenance contract starting in April 20 is expected to be cost neutral
- Some premises work originally planned in 19/20 are now scheduled to be completed in 20/21
- Income is anticipated to be significantly lower due to the COVID-19 pandemic
- A new catering contract is due to start in August 20
- The planned purchase of nine smart boards and lease thirty laptops

Expenditure is analysed in the table below:

Main School Budget			Devolved Capital		
	Actual 19-20	Budget 20-21	2019-20	2020-21	
	£	£	£	£	
Teaching Staff	1,213,589	1,199,683	Budget	10,337	10,379
Other Employees	655,003	736,769	Balance carried forward	23,585	5,255
Premises	166,844	183,943	<b>Total</b>	<b>33,922</b>	<b>15,634</b>
BFBC	54,883	47,777	Spend	-28,667	
Curriculum	74,262	94,577	Carried Forward	5,255	
Other Supplies / Services	-6,991	7,154	<b>Commitment Provision20/21</b>		
Income	-18,810	-3,912	KS2 Toilet replacement contribution		-3,000
<b>Total Expenditure</b>	<b>2,138,779</b>	<b>2,265,991</b>			
Balance carried forward	98,212				

## Capital

Available spend £16k includes £5k carried forward and there is a commitment to refurbish the Y1 boys' toilets and replacement of the school boilers.

During the course of the last financial year 2019/2020 a number of financially related policies were revised, new procedures were adopted and activities undertaken to ensure good value is attained and that a high standard of financial control is maintained.

The school continues to buy back many of the services from Bracknell Forest Council. There are increasing pressures on the school budget and we are continually looking at cost savings across all areas. We remain committed to ensuring the best outcomes for all children of the school.

## **5. CURRICULUM & PASTORAL COMMITTEE REPORT (Chairman: Mrs Julie Read)**

The Governors have been unable to continue much of their monitoring this year due to COVID-19. Before the school's enforced closure Early Years and Year 6 were visited by Governors, but unfortunately the remaining year group visits were scheduled for later in this academic year and these visits have not taken place.

The focus of the visits this year was to see the varied and enriched curriculum that Owlsmoor Primary teach and to see how the school improvement priorities were being actioned in the classroom. As always, we have been very impressed with the positivity that the pupils have towards their learning and the high standards of behaviour the children show. The Year 6 visit took place whilst the children rotated between three lessons in an afternoon, R.E., P.E. and French. The Governors were impressed at how the children transitioned between these lessons and stayed focused on each task. The Early Years visit took place the day before lockdown and it was clear how dedicated the staff members were to ensuring the children felt safe during this challenging situation.

During the Summer Term governors usually meet with subject leaders to discuss the strengths and areas for development of their subject. This has not been possible this year but Governors are aware of the work carried out by the teachers to produce Vision Statements for each subject, and have been given access to these. This year we have had a presentation on the computing curriculum at Owlsmoor, which included details of costings for possible future purchases to enhance the teaching of this subject.

The data group has met and goes deeply into the performance data of the school, looking at the school results in relation to national results. The internal school data is looked at by the data committee for each year group across reading, writing, maths and science. This is checked for attainment and progress and any areas of concern are followed up in detail.

Safeguarding forms part of every Governor meeting and the Safeguarding Governor continues to monitor safeguarding. Safeguarding of pupils and staff members has been a high priority during lockdown and as the school begins to re-open to pupils during the summer term and into the autumn term, it is recognised that some pupils may have experienced loss. The staff have prepared for this by taking a recommended on-line course around this area.

The Growth Mindset and Habits of Mind initiatives are important aspects of the children's personal, social, health and emotional development and are a welcome and effective way of ensuring the children's happiness in school.

## **6. COMMUNICATION & COMMUNITY COMMITTEE REPORT (Chairman: Miss Christina Fromont)**

The priorities of the Communications and Community committee are:

- To co-ordinate improved communication between the school, parents, Governors and community.
- To raise the profile of the school within the community.
- To review current practices and develop new procedures and publications.
- To ensure RRS (Rights Respecting Schools) is embedded within the work of the Governors. This is implemented by referencing the UNICEF Articles where appropriate in all documentation.

This year we have continued with the Parent Forums; these are held monthly (alternating between a 9am slot and a 6pm slot) and provide an informal opportunity for parents to come together to discuss issues concerning them. Attendance at these forums has been low suggesting parents are generally happy with the school.

We continue to monitor the school website closely to ensure it meets statutory requirements and Governors continue to make regular visits to the school into classes and to school events; this helps the Governors to make more informed decisions. The results of this were very positive and can be found on the website under the Governor section. We will again carry out a year six leavers' survey towards the end of the term.

Head Teacher Mrs Cole reports termly to the committee on discussions that have taken place across the school social media channel (Facebook).

The PTA is going from strength to strength. Among other things they have organised several discos this year and sold second-hand uniform during the parents' consultation evening. It has been unfortunate that in recent months due to the coronavirus pandemic, the PTA have been unable to hold any fund-raising events. However, their work is very much appreciated and the money they have raised this year has been put towards several items to benefit the school. Our thanks go to them for their continued hard work this year.

We have continued to look for opportunities for positive press coverage. An advertisement continues to appear in the Sandhurst Residents' Association booklet promoting the Nursery.

## **7. IN CONCLUSION**

The Governors would like to thank the PTA for their tremendous efforts over the last year. We appreciate a lot of work goes into the events the PTA run and the additional money raised benefits children throughout the school

All staff and Governors continue to strive to achieve outstanding as a school and we look forward to continuing our work in enabling all pupils to achieve even better outcomes in the wider curriculum, whilst at the same time maintaining a secure, safe, nurturing and happy environment.

This has been an unprecedented year with the arrival of Covid 19 and lockdown. Owlsmoor Primary School has been one of the schools in the area that has remained open during Easter and half term (including bank holidays) to offer support to the children of key workers and vulnerable pupils. We are so very proud and grateful to all the staff that have enabled this to happen. The staff continue to work tirelessly to ensure a safe environment is maintained as more children are invited back to school.

We have seen a tremendous team effort from everybody especially in more recent months. I would like to take this opportunity to thank my fellow Governors for all their hard work and support, Mrs Cole and her staff for their relentless hard work and commitment to ensure the positive outcomes of all our pupils, you, as parents, for the wonderful support you give your children and the school and finally the children who always make our visits such a pleasure.



**Chris Jones**

Chairman of Governors

July 2020