



Headteacher - Mrs Jemma Calverley
Fawcett Primary School, Alpha Terrace,
Trumpington, Cambridge. CB2 9FS
01223 840299
office@fawcett.cambs.sch.uk
www.trumpingtonfederation.co.uk



Growing and Learning Together



Headteacher - Mr Ollie Monro
Trumpington Meadows Primary School
Kestrel Rise, Trumpington, Cambridge. CB2 9AY
01223 840299
office@trumpingtonmeadows.cambs.sch.uk
www.trumpingtonfederation.co.uk

THE TRUMPINGTON FEDERATION

ANNUAL GOVERNANCE STATEMENT 2023/24

This statement seeks to outline the impact of governance arrangements at Fawcett and Trumpington Meadows Primary schools throughout the course of the 2023/24 academic year.

Governor Membership, Vacancies and Attendance

The Instrument of Government allows for 13 governors across different categories.

Current membership: 9

Current vacancies: 4

Through the course of the 2023-24 Academic Year, the Governing Body has lost two governors, and gained one governor. Five governors' terms will end in the next academic year and plans for strategic recruitment of new governors are being discussed.

Co-Chairs: Gavin Davies and Liz Woodham

Vice Chair: N/A

Clerk: Jen Hefti (until 31 December 2023)

Attendance: Over the course of the year, Governors at The Trumpington Federation demonstrate an overall positive attendance and engagement with their work. Further information about governor attendance can be found on the Federation website: <https://www.trumpingtonfederation.co.uk/page/?title=Governance&pid=64>.

The Structure of Governance

As well as meeting as a Full Governing Body, the Trumpington Federation also has two committees, in order to ensure sufficient oversight, support and accountability towards areas of identified priority and statutory coverage.

The Federation names these committees as:

- Resources Committee – which mainly deals with HR, finance, health and safety, premises, Pupil Premium expenditure
- Teaching and Learning Committee – which mainly deals with the curriculum, assessment and data, SEND and Pupil Premium impact.

Both committees, and the Governing Body overall, have a continued oversight of the schools' safeguarding responsibilities and manage the updates of policies aligned to their particular areas of responsibility.

In addition to the above, the Federation Full Governing Body also constitutes a Pay Committee and a Headteacher Performance Management Panel annually.

Committees related to particular purposes, such as dealing with complaints or exclusions, are constituted as they are required, in line with the determining policy guidance.

Impact of the work of the Full Governing Body

Over the course of the last academic year, the Governing Body has demonstrated notable impact with regard to;

- Overseeing the progress made against the Federation Improvement Plan and carrying out monitoring against objectives
- Establishing Federation strategic priorities, particularly with regard to SEND provision
- Supporting the Executive Headteacher's performance management process and pay progression for teaching staff, measuring these against the intended Federation improvement criteria
- Helping to establish greater engagement between the schools and parents/carers
- Engaging more with pupils through the EcoSquad, and School Councils.

The main challenges faced and addressed by the Board this year have been:

- Budget
- SEND, including trying to push for better partnerships with outside agencies
- Governor recruitment.

Impact of the work of the Resources Committee

Over the course of the last academic year, the Resources Committee has demonstrated notable impact with regard to;

- Supporting the submission of statutory financial returns as delegated within their remit

- Supporting and monitoring investment in staff CPD, leadership and middle leadership development
- Investing in the Outdoor Play and Learning (OPAL) project.

The main challenges faced by this committee this year have been:

- Pupil numbers and impact on finances
- Ongoing issues with the finance software, which does not easily accommodate a federation.

Impact of the work of the Teaching and Learning Committee

Over the course of the last academic year, the Teaching and Learning Committee has demonstrated notable impact with regard to;

- Monitoring pupil progress and achievement data
- Drawing more effectively on the expertise of the staff governor
- Inviting members of staff to present at meetings, which has helped deepen governors' understanding of Phonics, Forest School provision and OPAL in particular
- Engaging more effectively parents' views and pupil voice.

The main challenges faced by this committee this year have been:

- Remaining mindful of staff wellbeing
- Supporting staff with challenges associated with providing wraparound care.

Governor Training

Governors work collectively, so we are always able to benefit from our different points of view and considerations within meetings. However, the Governing Body has also benefited from various training courses throughout the course of the year. The Executive Headteacher led safeguarding training for the full Governing Body. Ray Byford, the Federation Financial Advisor, led a session for the full Governing Body on schools' funding.

In addition, individual governors attended the following training:

- Welcome to governance

- Safeguarding
- Attendance
- Headteacher wellbeing
- SEND
- Headteacher Performance Management
- LA briefings.

Governor Monitoring

As well as attending meetings, governors are also expected to visit school to understand more about school life and particular areas of priority (typically linked with the Federation Improvement Plan).

Throughout the course of this year, Governors have undertaken particular monitoring in relation to;

- Safeguarding
- SEND
- Curriculum
- Embedding policies and practices
- Home-school partnerships and communication systems
- Training and professional development
- Outdoor learning provision
- Premises, health and safety.

Compliance

The Governing Board has ensured that an effective safeguarding culture is in place. Our work includes regular monitoring through:

- Visits carried out by the safeguarding link governor, who shares reports and key issues arising
- Termly written and verbal reports from the Heads of School
- Visits carried out by all governors – space for recording safeguarding observations/discussions is included on the visit report template.

All governors undertake safeguarding training at least annually and keep up-to-date with latest guidance through Local Authority (LA) briefings and sessions organised by, for example, the National Governance Association (NGA).

The Governing Board has ensured that the relevant policies and procedures are in place by:

- Using systems to track policy review schedules, with the help of the Clerk and LA
- Implementing a robust review process of policies, by considering each policy's importance in the national context, how that relates to our Federation context, and by reflecting with the Heads of School on how well they have served our needs since the last review
- Seeking advice from organisations such as the NGA, where applicable.

Forward Planning

The Governing Body looks forward to focusing on our improvement priorities for the coming academic year (2024-25), which include:

- To further develop the leadership structure of the Federation
- To further develop opportunities for pupil voice
- To develop and support provision for pupils with high needs so they have the support they need to access the curriculum
- To continue to develop outdoor provision through the Outdoor Play and Learning Project (OPAL).

Other information and contact

Further information regarding the work of the Governing Body can be found at <https://www.trumpingtonfederation.co.uk/page/?title=Governance&pid=64>.

Alternatively, stakeholders are always welcome to engage with the work of the Governing Body by contacting the Co-chairs via email: chair@trufed.org.uk.