

Acacia Nursery School Governing Body
Annual Statement to Parents for the academic year 2023 to 2024

Foreword

The Governors of Acacia School Nursery School are a representative group of people who are appointed to be the 'Governing Body' responsible for the school.

The Governing Body has a largely strategic role through deciding what we want the school to achieve and setting the framework for getting there.

This is achieved by:

- setting suitable aims and objectives,
- agreeing policies, targets and priorities; and
- monitoring and reviewing aims, objectives, and whether the policies, targets and priorities are being achieved.

The Governing Body acts as a critical friend offering support, constructive advice, a sounding board for ideas, a second opinion on proposals and help where needed. But as a critical friend also provides challenge, asks questions, seeks information, improves proposals and so seeks to arrive at the best solution.

Governance Arrangements

The Governing Body of Acacia Nursery School is made up of eight positions as follows:

- Three Parent Governors appointed by a ballot of parents
- One Local Authority Governor
- Two Co-opted Governors appointed by the Governing Body
- One Executive Headteacher
- One Staff Governor appointed by a ballot of staff

Also in attendance

- Nursery Lead
- One Executive Principal

The Governing Body of Acacia Nursery Schools operates as a fully incorporated governing body without main committees but with the support of a Service Level Agreement via the Local Authority with Arbor Academy Trust

In addition there is

- a Pay Review Committee that meets when required
- a Head Teacher Performance Review Panel that meets routinely in the first half of the Autumn Term via the SLA with Arbor Academy Trust

- a Staff Discipline, Grievance and Dismissal Appeals Committee (a Hearing and an Appeal Committee) that meet as standing committees when required.
- Staff Appointment Panel that meets as a standing committee when required.
- Working Parties meet as and when required.

The calendar of meetings is set prior to the start of the academic year so that the dates can be circulated widely. Our annual meeting planner helps us to ensure all the topics we are required to discuss each year are covered.

The separation of duties and responsibilities are:-

The Governing Body duties and responsibilities:

- Strategic decision making and clarity of vision and ethos
- Standards of attainment ensuring the school moves towards and achieves “outstanding” outcomes
- Personnel matters, retain function of employer
- Manage collaboration
- Ratify agreements
- Oversee financial performance and make sure funds are well spent
- Hold Executive Head teacher and Head of School to account for educational performance of the school and Ofsted outcomes
- Fully understand strategic role, setting challenging and effective targets for the Executive Head teacher
- Ensure local accountability
- Focus its work on pupil attainment, behaviour and safety, attendance and improved teaching quality
- Challenge school leadership through effective target setting for the Head of School alongside Executive Head Teacher
- Ensure Parents and Pupil voice
- Ensure resources are deployed and used to improve standards and outcomes for children

Responsibilities of Executive Head Teacher:

- Responsible to the Governing body
- To provide strategic leadership which secures success and continuous improvement
- Creates and communicates a shared vision, ethos and strategic plan for the partnership that inspires and motivates all stakeholders and reflects the needs of the school and its unique community as part of the Arbor Trust and the wider Waltham Forest context
- Ensure high quality education for all pupils and the highest standards of learning and achievement
- Setting challenging targets for the Head of School to be ratified by the governing body, monitor effectiveness and evaluating learning outcomes

- Develops and implements robust systems in key areas including short, medium and long term strategies to provide improvement, sustainability and capacity building
- Empowers, develops and maintains strategic leadership capacity to support succession planning
- Ensure Ofsted outcomes lead to excellence
- Managing senior leaders of the school, through effective performance management of the Head of School
- Efficient financial management of resources
- Ensure the school embodies the highest quality curriculum that fosters a love for school and learning and the out doors
- Motivates and inspires stakeholders to create a strong, shared culture of learning within an inclusive environment
- Report progress towards outstanding and good to the governing body regularly

Responsibilities of the Head of School:

- Responsible to the Executive head Teacher and the school committees
- Support the Executive Head teacher by contributing to the vision, leadership and direction
- Promote excellence, equality and the high expectations of all children in both academic and extra-curricular achievements
- Deploy resources effectively to achieve the governing body's aims and develop its distinctive ethos
- Secure outstanding outcomes for all pupils and share strategic leadership
- Carry out day-to-day management, organisation and administration of the school
- Create a safe and productive learning environment that is engaging and fulfilling for all pupils and staff
- To provide strong, innovative and collaborative leadership in partnership with the Executive Head Teacher
- To fulfil the duties of a Head of School in accordance with the school's vision in promoting effective learning for all children
- To work in partnership with the Executive Head Teacher and the Leadership and Management teams in providing the vision and leadership to create, maintain and develop the conditions which enable children and all staff to achieve the highest standards in learning
- To work collaboratively with the Heads of School within Arbor Academy Trust as appropriate
- Report progress towards good or outstanding status to Executive headteacher and the Governing Body regularly

Membership the Governing Body in the Academic Year 2023 to 2024

Governing Body of Acacia Nursery School		8 (Eight)	
		Attendance at meetings Total (% in brackets)	
Parents	3	Cassandra Toller	3 (100%)
		Gemma Catlin	3 (100%)
		Maryam Choudhry	3 (100%)

Local Authority	1	Dr Rachel Howcroft	3 (100%)
Co-opted	2	Mr Michael Russell	3 (100%)
		Mr Graham Moss	3 (100%)
Executive Headteacher	1	Mrs Maureen Okoye	3 (100%)
Staff Governors	1	Mr Jack Bartlett (Staff)	3 (100%)
In Attendance			
Nursery Lead		Ms Harriet Rose	3 (100%)
Executive Principal		Mr Jason Cook	3 (100%)

Attendance Record and Skills Analysis

Attached to this report is a copy of the Governing Body's annual attendance record, this details who attended each type of meeting. In the autumn term of each academic year the Governing Body also completes an annual skills analysis; we use this to inform us of our training and development needs and to help to identify gaps that we can fill when recruiting to our vacancies. A day's training is held on the first Saturday in October covering areas such as SEN and Safeguarding, Curriculum and Assessment, Link Governor Reporting and the Ofsted Framework. The Strategic Direction is included in the training. Individual governors attend training commensurate with interest, expertise and personal requirements with the Local Authority or outside agencies.

Effectiveness and Impact of the Acacia Nursery School Governing Body

An External Review of Governance was conducted at Acacia in January 2016. The Outcome of the review is 'Strong Governance' - The Governing Body of Acacia Nursery School exercises Strong Governance in all aspects. This judgement remains the same as reflected in the Outstanding Ofsted Inspection of the 7th and 8th June 2023.

The Priority for the Governing Body is for the school to continue to:

- Embed the impact of the curriculum to ensure progression and rapid acquisition of skills
- Develop staff expertise provided in the teaching of phonics, early reading, early mathematics and a wide range of curriculum areas
- Work as a nursery at the centre of the community. Acacia has partnered with local schools and children's centres to support children from deprived backgrounds, offering opportunities for parents to participate in stay and play.

Conclusion

This has been another excellent year for the school with accelerated learning opportunities available and accessed by increasing numbers of children.

On behalf of the governing body

Dr Rachel Howcroft Chair of the Acacia Nursery School Governing Body

Cassandra Toller Vice - Chair of the Acacia School Governing Body