



# Governing Board Newsletter- December 2023

Welcome to the December 2023 Governors' Newsletter.

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## [Message from the Chair of Governors](#)

As I write this, the end of the 2023 year is fast approaching and what a year 2023 has been at Wraysbury Primary School! The calendar year has been a busy one with a visit from OFSTED, reviews and audits taking place, changes to the Governing Body and the school has continued its business of educating the children through a program of stunning starts, marvellous middles and fabulous finishes, school trips including the residential ones and some fabulous performances and celebrations throughout the year too.

The 2022-23 academic year ended with the Governors spending time in the classrooms for the annual Governors into School morning and some subject specific visits to see the curriculum in action, as well as a chance to see the Upper Junior production and Sports Day. During each school year we have Governors present at Parents' Evenings, on school trips, Sports Days, productions, the School Fair and we are regularly at school

for our cycle of Governor meetings with varying members of the school staff. Look out for the people with the orange lanyards!

We have started the Autumn term welcoming new Governors and putting plans in place to address the OFSTED feedback points as well as our own School Development Plan.

## Changes to the Governing Body

### Governor News

We currently have 3 vacancies for a Staff Governor, a local authority Governor and a co-opted Governor.

We will be holding a staff election imminently for a Staff Governor.

The Local Authority Governor is appointed by RBWM.

A co-opted Governor is appointed by the Governing Body. We are particularly looking to appoint someone with experience in the education sector, so if you know any suitable candidates that have the time to invest in our school, please put us in touch with them by emailing [governors@wraysburyschool.co.uk](mailto:governors@wraysburyschool.co.uk)

In 2023 we have welcomed 3 new Parent Governors. Mr David Hicks was elected in February as the only candidate standing for election, Ms Julie Price and Mrs Claire Robertson were appointed in July when no candidates came forward.

We said goodbye to Mr Imran Khan, one of our Parent Governors, in March 2023 who left due to a change in job meaning less time for Governance. We also said goodbye to Mr Ed Barnes one of our co-opted Governors who works in the education sector, as he relocated due to career progression within the education sector.

At the end of August, Mr David Cannon stepped down from his role after more than 4 years in post following his relocation out of the area. Mrs Meghna Khokha also stepped down in September 2023 as she looks to focus on other things and finally, Mrs Emma Aujla left employment in the school in September so ceases to be a Staff Governor.

In Summary the Governing Body now looks like this:

Headteacher - Mrs Alison Fox

1 Local Authority (LA) Governor - Vacant

1 Staff Governor - Vacant

3 Parent Governors - Mr David Hicks, Ms Julie Price, Mrs Claire Robertson

6 Co-opted Governors - Mrs Jayne Kennedy, Mr Ben Bristow, Mr Rohail Latif, Mrs Ruth Fogg, Mr Myles Gresswell, 1 vacancy

The Governing Body plays a strategic role in schools and this requires each Governor to be committed and able to invest time. I would like to thank all of the Governors who have moved on for making that commitment and donating their time to the Governors' role. I wish you all the very best for whatever you have moved onto, and thank you for the work you put in, in what has been a turbulent time for all schools.

## OFSTED- Next Steps

At Parents' Evening I was asked by parents about what we are doing following the OFSTED report in May 2023. We have spent the latter part of the last academic year and the Autumn Term this year putting plans in place and approving them at Governing Body level. We are in year three of a three-year Improvement Plan and have been following the plan since September 2021. Our plans are informed by self-evaluation, various sources of stakeholder feedback and outside body reviews.

Since the OFSTED Report was published:

- The school leaders have taken up the offer of a National Leader of Education to support the school in its improvement and have been supported by the experienced staff and consultants from the local authority.
- The Senior Leadership team had booked a Behaviour Review in the Autumn Term 2022 and that took place the week after OFSTED in March 2023. It allowed educational specialists from RBWM to offer an assessment, advice and support to the school for improvement in Behaviour.
- A SEND review took place in September 2023 again offering assessment, advice and support.
- The school underwent a strategic finance audit in the Autumn term 2023 which we are expecting the results for any day now.
- We will be publishing our own School Development Plan on the website in the Governor section in January 2024.

To directly address the OFSTED points:

OFSTED identified:

- Leaders have not ensured that the School's Behaviour Policy is consistently applied across the whole school. As a result, staff do not feel supported and confident enough in managing behaviour, and incidents are not resolved satisfactorily. Leaders need to ensure that all staff have the knowledge and confidence to address any poor behaviour as leaders intend.

We will continue to create an environment where relationships among children and staff and children and other children reflect a positive and respectful culture. This involves creating the culture in the school that delivers the vision. You may have already seen our new vision on paperwork - Motivated, Proud and Inclusive. New signage across the school combines the vision with our rules – Ready, Respectful, Safe. We have introduced "Team Stop" across the school to create a consistent means to effectively get our children's attention and focus. All staff use the method, and it is taught to visitors who work with the children. We had some great, positive, feedback from one of our visitors about the use of it.

We will continue to ensure that children have positive behaviour, attitudes and conduct. The Behaviour Policy has been expanded on, so whilst the principles remain the same, the document is much clearer about the actions, consequences and processes surrounding both positive and negative behaviours. The Behaviour and Regulation Policy and Procedures document is in the final stages of approval from Governors before parents will be asked for feedback. Staff have had sessions run in school on the new document and their ongoing feedback will be monitored.

We will continue to support our children who have individual SEMH/Behavioural challenges. In the summer term of 2022-23 we restructured the Senior Leadership Team to include an Assistant Headteacher with responsibility for Special Educational Needs and Disabilities (SEND). Mrs Khan is working on standardising SEND data across the years to create an up to date and accurate picture of the needs of our children in school and what we deliver for them.

We aim to improve attendance and punctuality of all children but particularly those from disadvantaged backgrounds. We have ensured that we have filled the vacancy on the Child and Family Support Team so that a support worker is available every day to support families who need it. The team continue to work closely with the school designated RBWM Educational Welfare Officer on attendance. Ongoing training and reviews of attendance will identify where we need to offer support.

#### OFSTED Identified

- Leaders have not ensured that curriculum sequencing is secure across all subjects. Consequently, pupils' learning is hindered because they do not join up their knowledge. Leaders need to ensure this is addressed effectively.

In this area, there will be a review of the curriculum and its sequencing to ensure the order taught and coverage of the curriculum is secure. We will be looking at how children learn at Wraysbury and what we need to do to embed the knowledge of learners. The staff will be supported with Continual Professional development (CPD) to achieve this. The impacts of the changes will be looked for and reviewed at the year end.

#### OFSTED Identified

- Leaders have not ensured that staff understand how to adapt activities for pupils with SEND. As a result, some pupils do not have the support that they need to access the curriculum effectively. Leaders need to ensure that all staff have the knowledge and skills required to make this part of their routine work.

We are developing a culture of collective responsibility within the school community to improve the outcomes for children with Special Educational Needs. This will be done through identification of gaps in the provision for SEND children using data, consultation and comparisons to best practice.

We are working on effectively communicating the Special Education Needs plan to all stakeholders and ensuring their active participation and support. This plan centres on educating on Special Educational Needs. The school is identifying gaps in knowledge and then targeting continual professional development (CPD) upskilling staff to be confident in communicating with all stakeholders around a SEND child.

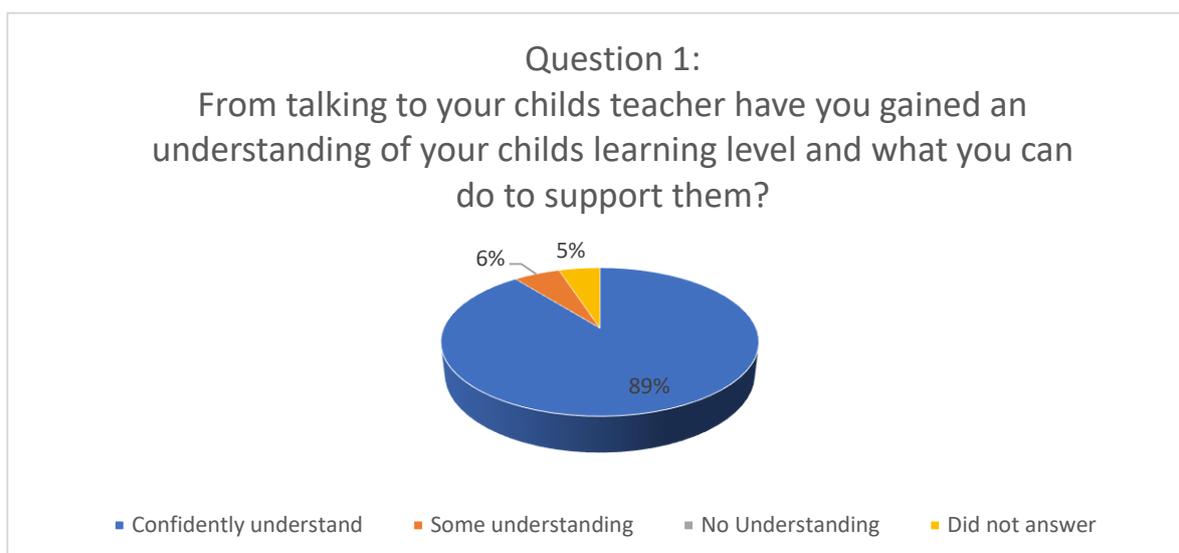
We are working to create effective procedures to identify, assess, and provide appropriate assistance and accommodations for students with Special Educational Needs, thus promoting their inclusion, development, and overall well-being. A systematic approach to identifying needs across the school has been put in place and as a result a comprehensive register of SEN is in place. Individual Education Plans are in place for those with SEND and have been reviewed and shared with parents at parents evening. They will be regularly reviewed, and progress monitored.

Alongside the OFSTED improvements we are making this year, we will also be looking at progress and attainment across the school. We need to ensure that each Year 6 child leaves the school having reached the best level of progress for them.

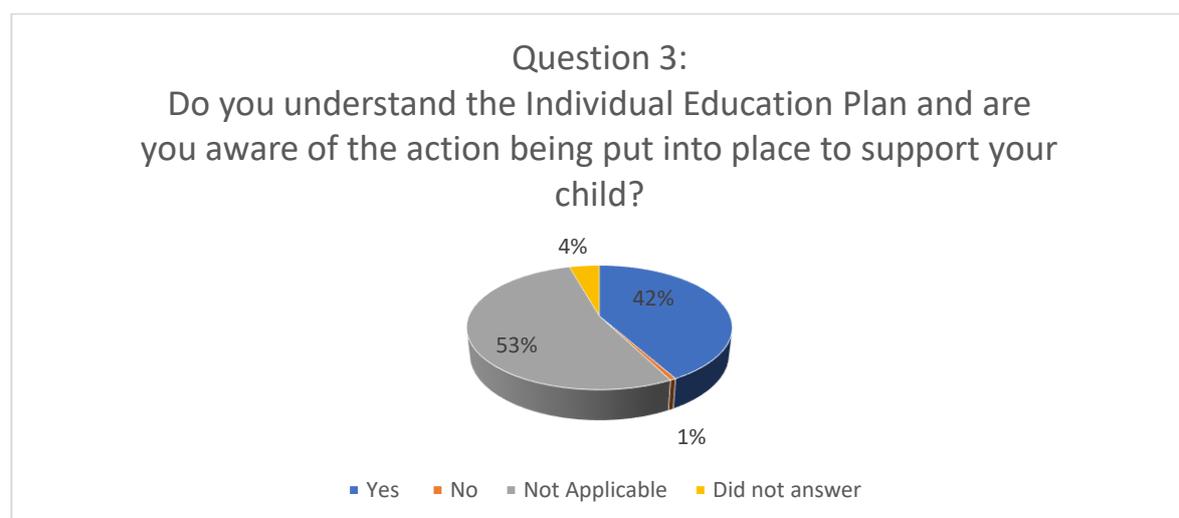
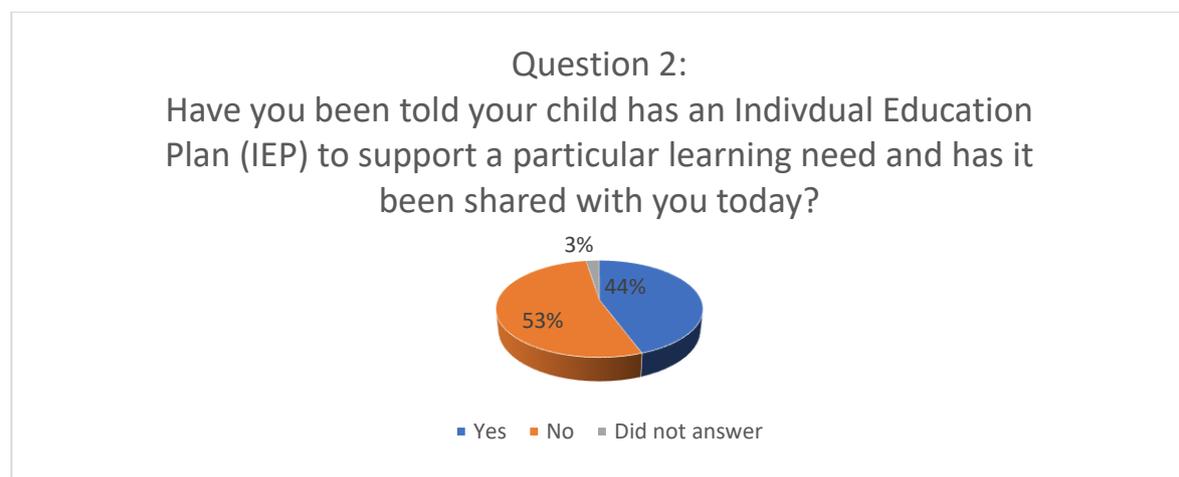
Teaching staff will be supported with their Continual Professional Development to ensure they have the skills and resources to accurately assess children's attainment. Assessment procedures will be developed to ensure they are robust, and meet the needs of the children. Moderation will be used to ensure high quality assessment.

The other priority this year is engagement with our stakeholders. We want to continue to engage parents and the community in a positive way to support our children's education and the school. We will do this with an engaging curriculum that allows opportunities for parent and child learning. We will continue to consult and communicate with parents through a variety of methods at both a school and Governor level, and support the development of the PTFA and attendance at community events.

## Results of the 2023 Parents' Evening Questionnaire.



This result suggests that for the majority of parents who attended Parents' Evening it was effective.



Thank you to everyone who filled in the survey on Parents' Evening. The results were positive overall, with 89% of parents/carers confidently understanding what they were being told about their child's learning. 44% of parents stated they had received a copy of their child's Individual Education Plan (IEP) for Special Educational Needs (SEN). Question 3 was not applicable to parents/carers where their child had no needs. 42% of parents had an IEP and understood what was being put in place for their child. 1% had an IEP and did not understand. 4% did not answer the question.

## Thank you!

### **The Governing Board needs to say 'Thank You' to:**

All the classroom staff who have used their skills and creativity to ensure a good start to the academic year. We look forward to the upcoming productions and performances that they put together so well whilst they assess the progress of the children. I am sure, like us, you loved the performances, Christmas Carols in the Church and the village tree lighting. We thank the staff who attend our meetings to present on their subject areas and look forward to welcoming more of you next year.

The Senior Leadership Team has worked tirelessly researching and putting together the action plans, templates, policies and procedures that form the basis for delivering the consistency we require. They continue to teach for a day each week, attend the networking meetings at RBWM and Governor meetings and work with the National leader and visit other schools.

The School Business Manager, Mrs Croft, who has looked after the finances and produced the budget and all the review data that we need to ensure we have the right resources in the right places. We thank Mrs Croft for her hard work on the recent Strategic Finance Audit and wish her all the best for whatever comes next.

Thank you to the Office Team, Facilities team and Lunchtime team for all the support that you offer. The Office Team has been short staffed this term due to vacancies and we look forward to welcoming a new staff member in January. It was particularly noted by a governor recently that the Facilities Team do a great job on the gates each day welcoming the children into school.

The PTFA for all of the events that they have put on this term. They still have a couple of events left to do before we break for Christmas but a big thank you to everyone who has helped them out throughout the year.

Parents and carers, thank you for all of your help and support throughout the year. We have adjusted the School Day this year and appreciate how well you have accommodated that into your routines.

Happy Holidays!

Merry Christmas and Best Wishes for 2024!

## Contact us

The best way to contact the Governors is through the email address below but you can write to us care of the School Office or leave a message with them.

Email: [Governors@wraysburyschool.co.uk](mailto:Governors@wraysburyschool.co.uk)

Wraysbury Primary School Governors

Welley Road

Wraysbury

TW19 5DJ

To contact the Governors by phone, please leave a message with the School Office and we'll get back to you, 01784 482603.

Visit us at [www.wraysburyprimaryschool.co.uk](http://www.wraysburyprimaryschool.co.uk) You will find us in the 'all about us' tab.