

Governors' Report to Parents & Carers

September 2017



This Report

- ◆ This is the seventh annual report from Prospect's governors.
- ◆ In it we briefly report on some of the activities we've carried out during the last academic year and plans for the forthcoming year.
- ◆ It's the job of the governors to support the school, its pupils and staff, but at the same time to challenge and to make sure the school delivers the best possible education for its pupils and provides good value for money.
- ◆ The governing body consists of parents/carers, representatives from the community and organisations which support the school, the Headteacher and an elected member of staff.
- ◆ We meet every half-term to examine, among other things, academic progress, attendance and behaviour.
- ◆ There are also lots of other meetings and discussions with pupils, parents/carers and staff on every aspect of school life.

CONTACTING US

Please never hesitate to contact us at any time on anything to do with Prospect, a problem or difficulty you're having or something you think particularly good.

In particular, we are keen to hear of anything you think will improve the school. You can contact us very easily:

- ◆ leave a message at the school and one of us will ring or email you back
by email: www.prospectschoolhavant.com

WHO'S DOING WHAT: 2017-18?

At our meeting on 10 July we elected the following officers for 2017-18

Chair: Joe McElhinney

Vice-chair and Safeguarding Governor: Deb McComb

Development and Training Governor: Bradley Amor

Health and Safety Governor: Trevor Mann

Looked After Children and Promoting British Values Governor: Michael Hart

Staffing

Governors (as well as the Headteacher who is a governor) are usually on interview panels for staff and this year we've been delighted to make some excellent appointments. Governors are also responsible for ensuring that teacher pay increases are linked to performance and we have a particular role in evaluating the performance of the Head. This is done with the help of an external consultant and she and three governors set targets each year for the Head which are carefully evaluated.

Review of Governance

At our meeting in July 2016 governors completed a self-assessment questionnaire and discussed our skills and contributions as governors. We also asked staff what they thought of us! From all this, we produced a detailed action plan which we implemented this year and which hopefully has helped improve our effectiveness. Among our action were:

- ◆ encouraging governors to visit classes
- ◆ special training sessions on Finance and Safeguarding
- ◆ ensuring all reports to be discussed are sent out seven days before meetings
- ◆ governors attending staff meetings when the Strategic Plan was being discussed.

This will be reviewed on a regular basis.

Governor Training

It's obviously essential that governors remain up-to-date with changes in education and what is required of them. As well as in-house training sessions on Finance, Safeguarding and OFSTED, governors regularly attend courses run by Hampshire Governor Services - these are excellent and allow Prospect's governors to meet governors from other schools and share knowledge and experiences.

In addition, the chair of governors attends the Havant Secondary Schools Federation Strategic meetings twice a year, and the vice-chair the Hampshire Forum meetings for Governors.

School Policies

All schools are required to have policies which lay down clearly and explicitly who is responsible for what, and, most importantly, who is required to take action, should action be necessary.

All pupil, staff and governors are required to obey these policies and obviously disobeying one, such as Behaviour or Equal Opportunities, can be considered a serious offence resulting in disciplinary action. All policies are presented in draft form for the Governing Body and they are reviewed and, if necessary, amended before being officially approved.

Governors Meetings

We have held six full governor meetings in the 2016-17 academic year; they commence at 4.00pm and usually last for a couple of hours. There are some items we discuss at every meeting such as safeguarding, finance, training and attendance.

We receive at every meeting a detailed report from the Headteacher - we love in particular hearing about the successes and achievements of the pupils.

At all meetings we are given a thorough report from a subject head about progress and achievement in their subject. Governors challenge staff (hopefully in a friendly manner) to ensure that every pupil at Prospect achieves as much as possible.

If you'd ever like governors to look into any issue of school life you're particularly interested in or concerned about please do let us know -we'd be delighted to hear from you.

Child Protection

Keeping pupils safe is the first priority of every school and Prospect's governors play a major role in checking that the school's policies and procedures ensure that this happens. We check child protection records, meet with child protection staff and receive a detailed report each year (with, of course, all names removed). The law is very clear on what schools must do if there is even the slightest possibility of any type of abuse towards a child, and that means possible abuse by a friend, neighbour, relative, teacher or parent/carer.

This does mean, unfortunately, that sometimes parents/carers may be upset by a school's actions, but we will always act in accordance with the legal duties placed upon us and in what we believe is in a pupil's best interests.

Most importantly, if you ever suspect that any pupil at Prospect has been abused in any way or is in any sort of danger, please report it immediately to Penny Broadhurst, our Designated Safeguarding Lead.

Deb McComb is the Safeguarding and Child Protection Governor so please don't hesitate to contact her at any time if you have any concerns you think the governors should be aware of.

Safeguarding

Another key job of the governors is to ensure that the school environment is safe.

We have a detailed calendar of relevant checks we carry out, including fire safety, accidents and physical interventions. On 15 February two governors attended and observed a fire drill - as always the behaviour of pupils was perfect and everyone, staff and pupils, knew exactly what the procedure was and what they should do.

On the same day, we carried out the annual site visit with Kelvin Nevill, our amazing site manager, and were very impressed with the safety and conditions of the buildings, and the total lack of graffiti.

To give some flavour of how we monitor safeguarding and child protection below is a calendar of relevant activities we carry out.

Autumn Term

- ◆ Fire safety; check procedures and observe fire drill
- ◆ Check CRB forms
- ◆ Check Health and Safety training, including risk assessors

Spring Term

- ◆ Check Risk Assessment procedures, including temporary and pregnant staff
- ◆ Meet one of the staff responsible for child protection to check procedures and reporting

Summer Term

- ◆ Check accident and near miss reporting
- ◆ Carry out site inspection with Business and Premises Managers
- ◆ Monitor Physical Intervention records

Raising Achievement

All schools are about learning, and Prospect, as a school with pupils with emotional and behavioural difficulties, is no different. The governors are determined to help the school drive up achievement, and in the last three or four years, we have seen significant improvements in the standards of teaching and learning.

Raising achievement is a main item on every agenda, and we receive detailed reports from subject heads on the progress of pupils, especially in English, Maths and Science. We ask questions and challenge staff on how standards can be further increased. We are particularly concerned to ensure that all types of pupils achieve equally well and pupils of all abilities achieve their potential.

Josie Payne, Deputy Head, provides targets for pupils in core subjects for the academic year ahead.

At our first meeting in September we look at the summer's GCSE results and challenge staff where we think they could be improved in the coming year.

You can check how we work to drive up achievement by looking at the minutes of governor meetings on the school web-site, and if you ever have any views on how we can improve achievement we'd be delighted to hear from you.

Pupil Premium

Pupil Premium is additional funding provided by the government to schools where pupils are in receipt of free school meals, are in care or live in a services family.

Governors are responsible for monitoring how the money is spent and, most importantly, how effective it is in raising achievement.

You can read a detailed report on the school web-site, but the Pupil Premium money at Prospect has proved invaluable, for example, in allowing us to provide extra staffing in key areas such as maths, support the Wellbeing Team, provide free after school clubs and subsidise trips and activities.

All our evidence shows that pupils at Prospect in receipt of Pupil Premium do just as well as those who are not, and sometimes better!

Attendance

It's noticeable that when we talk to pupils and parents there's now more discussion about academic progress than behaviour; some years ago it was the other way round.

If pupils aren't at school they aren't likely to be learning much so please do everything you possibly can to ensure your son attends school.

They should only be absent if really ill - otherwise they must be at school, studying and learning.

Attending school all the time is also a vital preparation for the world of work and potential employers always ask about attendance at school.

And there must never, ever, be family holidays in school term-time!

School Finance

It is very important that we make sure the money that is allocated to the school **budget allocation**) is used properly in order to give the students the best possible education and to support them and their parents / carers.

In order to do this we spend a lot of time at the beginning of the financial year setting our School Budget.

This is to decide the best way to fund all the departments (English, Maths, Science etc.) and meet all of our other commitments, so that we can continue to deliver high quality teaching.

The budget is monitored closely and is updated in November, in order for us to deal with any changes.

In addition, we have to fund a range of non-teaching projects, such as care for the school buildings, Health & Safety etc.

The Chair and Vice-Chair of Governors meet with the Site Manager to carry out an inspection of the school site and to discuss what maintenance will be needed.

This is to make sure that our school remains an attractive and safe place for our students and staff.

How We Manage the Budget

The Chair of the Finance and Maintenance Committee, as part of his role in supporting and challenging the school, meets with the school Business Manager on a number of occasions in the year.

A small group of governors (Finance and Resources Committee) meet regularly to monitor, discuss and approve any updates to the budget plan.

The Finance and Maintenance Committee then reports to the Full Governing Body.

These arrangements helps us to make sure we are doing the best for our school and to deal with any financial issues that might come up over the year.

School Website: www.prospectschoolhavant.com

You'll find on the school website, a list of current governors and the detailed minutes of our Governing Body meetings, so you can really see what we talk about! You will also be able to read the latest news about the school and find articles about the achievements of our students.

YEAR 11 Leavers 2017

The governors would like to congratulate the pupils who left in 2017 on some excellent results - in GCSEs, other qualifications, and college courses.

We're particularly delighted that at the time of writing (mid-September) every pupil who left in the summer is in full-time education, training or employment.

For governors that is always a key indicator of the success of Prospect.

Exam Results 2017

37 Qualifications were taken by 9 students.
36 (97%) were passed

32 GCSE or equivalent Qualifications were taken by 8 students.
All (100%) were passed.

100% of students achieved at least one GCSE or Entry level qualification

Students achieving at least 1 qualification = 100%

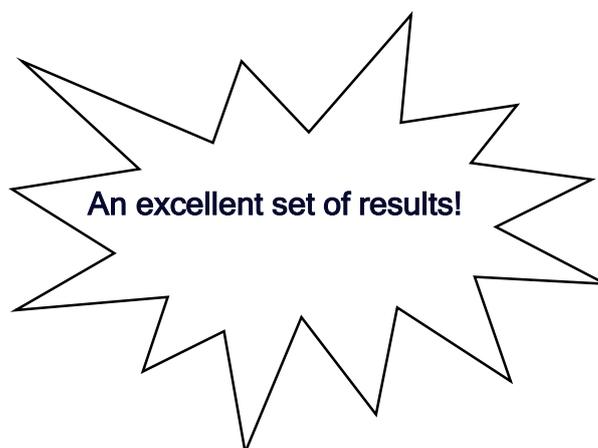
Students achieving at least 2 qualifications = 88%

Students achieving at least 3 qualifications = 77%

Students achieving at least 4 qualifications = 66%

Students achieving at least 5 qualifications = 44%

Students achieving at least 6 qualifications = 22%



Promoting British Values and the Prevent Strategy

All schools have a duty to teach British values that include democracy, the rule of law, individual liberty, mutual respect and tolerance of those of other faiths and beliefs.

Prospect's governors monitor carefully how this requirement is met for our pupils.

A statement you can see on our web-site explains:

- a. the expectations on staff to model and teach British values
- b. the unacceptability of teaching extremist religious or partisan political views
- c. the requirement for school staff to challenge and report any stakeholders expressing views that could be construed as extremist
- d. the recognition and celebration of the multi-ethnic and multi-faith nature of the population of our country

The school web-site gives a range of examples governors have checked on which show how these values are demonstrated at Prospect, such as:

1. The School Council and Hampshire Youth Parliament provide opportunities for pupils to learn about democracy. In September 2016 a group of year 7 students went on a very successful visit to the Houses of Parliament.
2. Restorative approaches are a means of teaching students the rule of law and the school has close and supportive links with the Police, not only to address individual incidents formally and informally, but also to highlight the rights of victims to support
3. Buddying and mentoring between older/younger, more/less able help students to understand about mutual respect.
4. Our RE curriculum includes all the major faiths and addresses cross-faith issues, which enhances tolerance of different faiths and beliefs
5. Students are encouraged to make their own decisions where they have the appropriate level of maturity as a means of learning about individual liberty.

Teachers have supplied governors with examples of lessons that encompass these values.

Michael Hart, our associate governor, monitors how the school promotes British values, but in the meantime any suggestions/ ideas from parents/carers are very welcome.

How Do The Governors Know The School?

In order to help governors improve the school, it's obviously essential that they know the school really well, its strengths and weaknesses and areas for improvement.

There are lots of ways we learn about the school and we check different sources of information against each other so we are sure we are getting an accurate picture.

Some of the ways we receive information are:

- governors meetings - presentations by staff and a detailed Headteacher's Report
- visits by governors to classes and staff meetings
- individual discussions with staff
- reports from external advisers and the local authority
- OFSTED reports
- feedback from parents/carers eg at Futures |Days, concerts and the Summer Ball
- feedback from pupils eg governors regularly attend the School Council
- feedback from parent and staff governors

Pupils, parents and staff at Prospect always appear to be honest and open so we really do think we receive a full and accurate picture of the school.

Would you like to be a Governor?

Are you the parent or carer of a pupil at Prospect School?

If so, would you consider becoming a governor of the school?

Hopefully, this Report will have given you a flavour of what is involved and what your responsibilities would be, and we're also a friendly and supportive governing body which gives lots of help to new members.

You really wouldn't be thrown in at the deep end or expected to contribute until you feel comfortable to do so.

If you might be interested in becoming a governor, please do contact me, Joe McElhinney, Chair of Governors via the school or email me at: jmcelhinney@prospectschoolhavant.com, and I'd be delighted to meet you at the school at any time to talk through what being a governor involves.

Or, if you prefer, contact us at Prospect and one my fellow governors would be delighted to meet you at the school to discuss what is involved - with no commitment!

If you do decide to become a governor we will have to do an enhanced Disclosure and Barring Service check on you, but we will arrange this for you.

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All staff email addresses are available from the school website:

www.prospectschoolhavant.com



Prospect School

Learning for Life; Learning to Live