

Headteacher's Report for Governing Body

Full Governing Body Meeting – Tuesday 13th December 2022

School Information

Staff	Role / Responsibility	Name
	Headteacher	Mrs Michelle Shenston
	SENCO	Mrs Janet Keyser
	Assistant Headteachers	Mrs Charlotte James and Mrs Laura McMillan (Mrs McMillan – Maternity)
	Acting Assistant Headteachers	Mrs Nicki Kelly Mrs Claire Suttle
	Early Years Co-ordinator	Miss Rebecca Sculfor
	Key Stage One Co-ordinator	Mrs Claire Suttle
	Key Stage Two Co-ordinator	Mrs Nicki Kelly
	HLTA	Mrs Keeley Evans
Subject Leaders	English	Mrs Joel Evans
	Maths	Mr Daniel Harris
	Science	Mrs Laura McMillan (Maternity) Mrs Charlotte James
	Computing	Mrs Claire Suttle
	RE	Mrs Laura McMillan (Maternity) Mrs Nicki Kelly
	Personal Development	Mrs Nicki Kelly
	PSHE	Mrs Nicki Kelly
	History	Mrs Anna Spicer
	Geography	Mrs Samantha Turner
	DT	Mrs Gallagher & Miss Sculfor
	PE	Mr Ian Wisbey
	Art	Mrs Gallagher & Miss Sculfor
	Music	Mrs Claire Suttle
	Modern Foreign Languages	Mrs Charlotte James
School Council	Mrs Anna Spicer	
	Designated Child Protection Officer	Mrs Michelle Shenston
		Deputies: Mrs Laura McMillan Mrs Charlotte James Mrs Janet Keyser MRS Claire Waite

Headteacher's Report for Governing Body

	Site Manager	Mr Jon Felts
	Health and Safety Manager	Mr Jon Felts
	Finance Officer	Sanjay Chandarana
	School Secretary Administrative Assistants	Mrs Lynn Gosden – 4 days per week Mrs Helen Wardle – 4 days per week Mrs Helen Rose - 1.5 days per week Mrs Debbie Skinner – 0.5 days per week
	SENCo Administrative and Provision Assistants	Mrs Helen Rose – 0.5 days per week Mrs Debbie Skinner – 1 day per week

Senior Leadership Team:

Michelle Shenston

Charlotte James

Laura McMillan (Maternity)

Janet Keyser

Nicki Kelly

Claire Suttle

Headteacher's Report for Governing Body

Class	Gender		Pupil Premium	SEND	EAL	Attendance
	Girls	Boys				
Nursery - Clover (15) <i>Mrs Gallagher</i>	6	9	95.2	-	-	87.4
Reception – Sunflower (30) – after half-term <i>Miss Sculfor</i>	11	18	88	92.8	90.5	91.2
Year 1 – Tulip (30) <i>Mr Wisbey</i>	12	18	96.9	94.2	94.2	94.9
Year 2 – Daisy (30) <i>Mrs Suttle</i>	14	16	93.9	97.1	92.2	95.7
Year 3 - Buttercup (28) <i>Mr Evans</i>	14	14	93.3	93	92.5	93.8
Year 4 – Bluebell (30) <i>Miss Lynch</i>	19	11	98.3	96.4	95.3	97.2
Year 5 - Lilac (30) <i>Mrs Carter</i>	19	11	95.5	94.5	93.9	95.1
Year 6 - Honeysuckle (30) <i>Mrs Kelly</i>	15	15	92.7	93.9	94.3	94.9
Year 6 - Jasmine (30) <i>Mr Harris</i>	18	12	90.1	93.6	92.8	94.1
Total	253					
School Total	Pupil Numbers correct as of 06.02.2023					
Suspensions	None					
Racist Incidents	One					
Significant Accidents	One					

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Whole School Focus:

- 1. Build on outcomes in all subjects/phases across the school, by effectively utilising recovery and intervention programmes, so that there is a demonstrable improvement year on year and any gaps with national average close.**
- 2. In line with the curriculum vision, embed a strong pedagogical approach to T&L across the school so that AfL is deeply rooted and next steps are consistently clear (inc. in phonics)**
- 3. Strengthen and develop the expertise of all staff, in order to recognise and remove/mitigate barriers to learning (inc. those caused by SEND, poverty or mental health issues), so that all children are fully engaged and focused on their learning at all times.**
- 4. Develop and strengthen the teaching of British Values, including the celebration of faith & diversity, across the school.**

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Teaching, Learning & Assessment:

Data was submitted at the end of autumn term and Pupil Progress Meetings have been held.

Redacted

We have worked to identify Prior Attainment Groups / Pupils and will conduct 'Grow' conversations with these children in the coming weeks.

We are waiting on phonics predictions from Year 1 which are due at the end of February.

Using the recovery premium Fund, the school has employed a teacher to deliver intervention and 1:1 lessons two days per week. Her work is predominately with Years 5 &6. The school are also using this money to fund children accessing the Reading Plus intervention programme which is online. It is too early to see the data impact of this as the children were only put into these groups at the start of Spring term.

Continuing Professional Development for Staff:

Online Safety – part 2 for teachers and overall training for LSAs (led by Redacted)

Positive Language (led by Redacted) for LSAs

Music (based on expectations from Model Music Curriculum) for teachers (led by Redacted– singing teacher)

English Writing – standards Part 1 – hosted at Hillmead, run by Subject Leaders from our Envision Cluster Group (Thorley Hill, Thorn Grove, All Saints)

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Leadership & Management:

Staffing Update:

Appointment of 1x 1:1 LSA to support pupil in Nursery. Funding for this child is yet to be secured.

Absence Update:

Redacted has completed a phased return to work

Redacted

SIP Visit:

The focus of the visit was changed as staff were striking which meant our original plan could not go ahead. Instead, Helen spent the morning going through the IDSR with me. We picked out the salient points and rehearsed narratives for visitors. I am meeting with SLT to discuss the action points which have arisen as a result of the visit.

Personal Development, Behaviour & Welfare:

We have revised the rules for children in year 6 with effect from 06.02.2022. This is due to an increase in the level of poor behaviour on the playground and low-level disruption in both classrooms. We are considering whether or not to open up the behaviour aspect of reporting to parents on Arbor.

Safeguarding:

- Redacted

Accidents:

One – staff member

Headteacher's Report for Governing Body

Governor Involvement:

Vice-Chair in school on Friday 3rd February. Listened in on Pupil Voice regarding Bullying, observed teaching and learning across the school and spoke to pupils regarding the art workshop.

Community Involvement:

Our work with Manor Fields and the Northern Country Park is complete.

Bishop Stortford School Partnership: Envision

The first of the writing workshops were held this half-term, with teachers from all four schools coming together to discuss standards and TAFS. This was a productive session which as resulted in staff preparing for a cross-school Big Write lesson.

Our Peer Review was also held this half-term. The findings from the day can be found: GovernorHub – External Reviews – Hillmead Findings. Staff attended the workshop following the session and are working on the action plan created.

Headteacher's gathered at Hillmead earlier this half-term to work with Helen Jones on an update to the Ofsted Inspection process.

SEND:

Redacted

Recommended Reading:

Policies for Ratification / Review: