

Carlisle & Hampton Hill Federation

Federation Governing Board Annual Report to Parents July 2023

Introduction

This governance statement has been prepared and published by the Governing Board of The Carlisle and Hampton Hill Federation (hereafter referred to as the Governing Board) in compliance with our duty to report on the ways in which we have fulfilled our obligations and responsibilities relating to (i) our overarching duty to conduct the schools in accordance our core functions (which are explained below) during the 2022/23 academic year. The Carlisle & Hampton Hill Federation comprises Carlisle Infant School and Hampton Hill Junior School.

1. Our Governing Board September 2022 – September 2023

Name	Type of Governor	Current term of office appointed	Current term of office expires
Amanda Appleyard	Associate Member (voting rights in committee only)	12/9/22	11/9/23
Jerry Appleyard	Co-opted	2/10/21	14/12/22
Maggie Bassett	Associate Member (voting rights in committee only)	12/9/22	31/1/23
Zoe Brittain	Head Teacher	1/9/18	
Barbara Clifford	Co-opted Governor	12/9/22	11/9/26
Helen Cunningham	Parent Governor	8/2/23	7/2/27
Lisa Day	Parent Governor	8/2/23	7/2/27
Julia Edwards	Parent Governor	2/9/21	12/12/22
Guy Elliott	Co-opted Governor	12/9/22	11/9/26
Danielle Fawcett	Associate Member (voting rights in committee only)	12/9/22	11/9/23
Gurvinder Singh Gabrie	Associate Member (voting rights in committee only)	12/9/22	10/2/23
Camilla Harvey-Jones	Staff Governor	1/11/22	31/10/26
Gemma Jones	Associate Member (voting rights in committee only)	12/9/22	30/5/23
Deb Long	Local Authority Governor	12/9/22	11/9/26

Ros Morgan	Associate Member (voting rights in committee only)	18/4/23	17/4/24
Casey Mouton	Co-opted Governor	22/3/23	21/3/27
James Olsen	Co-opted Governor	2/9/21	1/2/25
Jack Pannett	Co-opted Governor	12/9/22	11/9/26
Sarah Parker	Co-opted Governor	3/11/21	2/11/25
Emma Simpson	Co-opted Governor	4/9/19	3/9/23
Alka Soni	Associate Member (voting rights in committee only)	12/9/22	11/9/23
Priya Sriskantharajah	Associate Member (voting rights in committee only)	17/3/23	16/3/24
Luke Thomas	Co-opted Governor	19/4/22	18/4/26
Dave Wells	Associate Member (voting rights in committee only)	12/9/22	11/9/23
Alan Went	Headteacher	18/7/16	

The governing board exists to make sure that the school runs effectively. It is a strategic role, and the governing board performance manages the headteacher who runs the school on a day-to-day basis.

The core functions of the governing board are:

- ensuring clarity of vision, ethos and strategic direction
- holding the executive leaders to account for the educational performance of the organisation and its pupils, and the performance management of staff
- overseeing the financial performance of the organisation and making sure its money is well spent

2. Our Clerk to the Governing Board

Lucy Amoroso is our clerk and she can be contacted at lamoroso@carlisleandhamptonhillfed.richmond.sch.uk

3. Committee Membership 2022/23:

Achievement & Families Committee:	Finance & Premises Committee:	Pay & Personnel Committee:	Head Teachers Performance Management:
Mandy Appleyard	Zoe Brittain	Zoe Brittain	Deb Long
Barbara Clifford (Chair)	Helen Cunningham	Danielle Fawcett	James Olsen
Camilla Harvey-Jones	Guy Elliott (Chair)	James Olsen	Emma Simpson
Ros Morgan	Danielle Fawcett	Emma Simpson	

Jack Pannett (Vice Chair)	Deb Long	Alka Soni	
Sarah Parker	Casey Mouton	Luke Thomas (Chair)	
Dave Wells	Priya Srisantharajah	Alan Went	
	Alan Went		

The remit of each of our committees can be found on the federation website:

<https://www.carlisleandhamptonhillfed.richmond.sch.uk/governormeetings>

We also have a Federation Strategy Group that meets approximately once a month to focus on the strategic aims of the federation and to support school leaders with moving these forward. Membership of this group is as follows:

Federation Strategy Group
Mandy Appleyard
Zoe Brittain
Barbara Clifford
Lisa Day
Guy Elliott
Danielle Fawcett
Polly Jones
Deb Long
Dave Wells
Alan Went

4. Linked Governors 2022/23:

Governor Name	Linked Area
SEND	Deb Long & Ros Morgan
Looked After Children & Safeguarding	Barbara Clifford & Gemma Jones
PPG	Deb Long & Casey Mouton
English	Deb Long
Wellbeing	James Olsen
Behaviour, Attendance & Punctuality	Jack Pannett
Health & Safety	Guy Elliott

Linked Governors have carried out monitoring visits with the lead member of staff in each school during the school year.

5. Attendance September 2022 – July 2023:

Name	Number of Committee Meetings attended:	Number of Board Meetings Attended:	Name	Number of Committee Meetings attended:	Number of Board Meetings Attended:
Amanda Appleyard	6/6	4/5	Ros Morgan	2/2	2/2
Jerry Appleyard	2/2	2/2	Casey Mouton	4/5	5/5
Maggie Bassett	3/3	2/2	James Olsen	1/2	3/5
Zoe Brittain	7/8	4/5	Jack Pannett	5/6	4/5
Barbara Clifford	6/6	5/5	Sarah Parker	5/6	5/5
Helen Cunningham	3/3	3/3	Emma Simpson	1/2	4/5
Lisa Day	N/A	2/3	Gurvinder Singh Gabrie	0/3	0/2
Julia Edwards	0/2	0/2	Alka Soni	2/2	4/5
Guy Elliott	5/6	5/5	Priya Sriskantharajah	2/3	2/3
Danielle Fawcett	8/8	5/5	Luke Thomas	2/2	4/5
Camilla Harvey-Jones	5/5	3/4	Dave Wells	6/6	5/5
Gemma Jones	3/5	3/4	Alan Went	8/8	4/5
Deb Long	6/6	5/5			

6. Progress towards Federation Development Plans 2022/23 (the following is just a summary of some of the key points):

Federation wide priority:

- To maximise the benefits of the Federation model for all stakeholders:
 - moving to a single federation budget
 - improvements in the arrangements for transition from year 2 to 3

- subject leaders have begun working together and have created curriculum journeys from reception to year 6
- agreed a single federation uniform to be in place for September 2024
- a new federation logo to be used from September 2023 \a reviewed set of federation values and a new federation vision that will be launched in September 2023
- new staff recruited on federation employment contracts to allow for flexibility to address need across the federation

Carlisle Infant School priorities:

- To ensure gaps in reading and phonics are closed to support our aim for every child to leave Carlisle as a reader:
 - Little Wandle phonics programme introduced across the school and teaching and support staff given full cpd and support to be able to deliver the programme with consistency and confidence.
- To improve outcomes in writing for all pupil groups through developing staff subject knowledge:
 - Significant progress in this area and strong subject leadership has been developed partly through participation in a borough writing project.
- To continue to develop the impact of leaders at all levels to improve pupil outcomes:
 - Good progress in this area which was evidenced by an external review in Summer 23 and deep dives into Phonics, Early Reading, Maths, History.
- To further develop our nurturing provision to support the mental health and wellbeing needs of the children, staff and families:
 - Significant progress in this area:
 - Whole school review led to a review of the behaviour policy and the introduction of new strategies that are being used consistently throughout the school creating a calm,orderly environment where children learn best.
 - The school works well with outside organisations to support children where necessary

- The school achieved the Attachment Aware Silver Award.

Hampton Hill Junior School priorities:

- To continue to make improvements to the quality of education provided with a focus on writing and pupils who are experiencing disadvantage:
 - There has been improvement in this area and the writing lead has been part of a borough wide writing project.
 - Writing will remain a whole school focus.
- To ensure that school leaders continue to impact positively on the quality of teaching and learning:
 - Lots of progress in this area and subject leaders now have regular dedicated time to carry out subject leader activities to support teachers as necessary.
 - Some subject leaders are working with other schools and the wider borough
- To ensure our routines and expectations support all pupils to consistently make positive behaviour choices
 - Consistent language and routines have supported children to enjoy school and feel safe.
 - The Silver Attachment Aware Award was achieved.
- To ensure ongoing support for the personal development of all pupils at HHJS
 - Positive progress has been enhanced by clear and inclusive messaging, pupil voice and leadership and a wide range of additional opportunities.

7. Possible areas of focus for the coming year 2023/24

- **Federation finances**
- **Parental engagement at HHJS**
- **Writing**
- **Attendance**