

## **Melbourn Village College Local Governing Board**

### **Annual Impact Statement 2017/18**

Melbourn Village College is an 11-16 years academy in south Cambridgeshire and part of The Cam Academy Trust.

Melbourn Village College subscribes to the Henry Morris principal of lifelong learning and schools being at the heart of the local community; and aims to develop the full potential and value the success of every individual child, helping them to develop the skills that will equip them for life-long learning in a changing society. Students are encouraged to remember that 'Everybody is Somebody' and think of themselves not only as individuals but to see themselves as part of a wider community, be it their class, school, local villages or the wider world.

The Cam Academy Trust oversees five core values that are at the heart of all Academies overseen by the Trust. These core values will be at the heart of Melbourn Village College, helping to set its ethos and guide its work and educational provision:

1. **The excellence principle.**  
Education must be of the very highest standard.
2. **The comprehensive principle.**  
Education must be for all types and abilities of pupils.
3. **The community principle.**  
Every Academy must be at the heart of its local community and serve it well.
4. **The partnership principle.**  
Each Academy must seek to work positively in partnership with others for mutual benefit.
5. **The international principle.**  
The curriculum inside and outside the classroom must have a clear international dimension.

### **About Melbourn Village College Local Governing Board**

The Local Governing Board had 16 Governors in 2017/18:

2 Staff Governors

2 Parent Governors

12 Community Governors

The Chair is Mrs Susan Williamson; and the Principal is Mr Simon Holmes.

The role of the Local Governing Board is to provide focused governance for Melbourn Village College at a level. This includes monitoring performance; acting as a critical friend and representing the views of The Cam Academy Trust's stakeholders. The role of the Local Governing Board is set out in detail the Scheme of Delegation that is agreed by The Cam Academy Trust Board. In order to discharge the functions of the Local Governing Board effectively; four Committees have been established to undertake and fulfil specific roles and responsibilities:

1. Finance, Premises and Personnel Committee
2. Communications, Community and Marketing Committee
3. Teaching and Learning Committee
4. Remuneration Committee

The school was inspected by Ofsted in September 2017 and received a rating of 'Good'. Governors were closely involved with the inspection, meeting with key personnel to talk about Melbourn Village College and the high-quality teaching and learning opportunities provided. The report described Governance as 'robust', noting that 'The chair of governors leads the governing body well. Governors provide a critical balance of support and challenge. The governing body's breadth of expertise has added momentum to the school's improvement plans. For example, the decision to introduce Mandarin as a language option from Year 7 was facilitated by the governing board's expert understanding of China and language teaching". All Governors received detailed feedback after the inspection and discussed the areas of strength that had been identified as well as those for improvement around ensuring higher attainers were challenged and the difference was diminished for students eligible for Pupil Premium.

The Local Governing Board met five times during 2017/18 and focused on the following areas:

- Reports from each of the four Committees
- ICT strategy and I-Pad trial/roll-out being led by the MAT
- Local admissions turbulence
- Undertook an in-depth review of student attendance
- Reviewed the Pupil Premium, Attendance and Enrichment strategies in detail
- Received regular updates on the progress being made to develop The Cabin and once in place, progress reports
- Regular updates on the overall increase in admissions and impact on teaching and learning and infrastructure
- Convened a working group to provide input to the schools' Self Evaluation Framework (SEF)
- Reviewed DfE Performance Data 2017/18 including Progress 8 scores
- Regularly reviewed the progress being made against the recommendations made by Ofsted in September 2017
- Supported the school participating in a national wellbeing initiative for students to improve mental health
- Discussed how to move the school from good to outstanding and key milestones and actions to achieve this
- Regular Governor training and development sessions
- Identification of Lead/Link Governors to take responsibility for specific areas of focus
- Undertaking regular monitoring visits
- Planning of the 2018/19 budget
- In-depth review of the current and future Mandarin provision including methods to develop and expand. The expertise of Katharine Carruthers, Governor, is invaluable in supporting the development of Mandarin.

Governing Board Committee Foci 2017/18

**Finance, Premises and Personnel Committee:**

The Finance, Premises and Personnel Committee met four times during 2017/18 and focussed on the following areas:

- Monitoring of the monthly and quarterly budget reports and projected outturns;

- Review of the 2016/17 year-end accounts;
- In-depth review of the 2017/18 budget and recommendation for approval to the Local Governing Board;
- Received updates on premises; planned works and lettings income at each meeting;
- Received updates on personnel matters and staffing changes at each meeting;
- Reviewed the staff induction programmes;
- Received updates on the potential budgetary impacts of an increase in admissions to the school including improvements to toilets, dining areas and other infrastructure requirements
- The budget challenges caused by additional admissions to the school particularly as the majority of funding for extra pupils would be lagged and not received until future years
- Investigated how changes to the national pay and conditions for support staff could affect the budget
- Kept up to date on other national changes that could impact the budget such as the National Funding Formula
- Reviewed the list of priority repairs and maintenance funded by SCA income received by the CAM Trust
- Reviewed details of energy saving projects
- Reviewed the catering and cleaning contracts
- Received regular updates on the roll-out of the CAM Trust ICT strategy
- Reviewed School Departmental funding in detail to ensure adequate resources were in place
- Undertook a review of responsible officer funding
- Explored methods to increase the funding for ICT equipment such as raspberry pi's
- Referred SEND funding to the Teaching and Learning Committee to review overall arrangements and funding
- Regularly referred items to other Committees for review

### **Communications, Community and Marketing Committee:**

The Communications, Community and Marketing Committee met four times during 2017/18 and focussed on the following areas:

- Potential methods to generate additional revenue and external support
- Advertising/signposting on the school website
- Sponsorship
- Business funding and vocational support
- Developing links with the PTA
- The potential for the school to provide services to the local business community, such as Mandarin and other adult education provision
- How enrichment activities could link with the local business community e.g. provision of specialist sports coaching, practical skills and possible funding support
- How local businesses could support work experience placements
- How to increase fundraising and income generation activities including through alumni, lettings and sponsorship
- The potential to develop a business plan to encompass this activity in its entirety and generate momentum to progress initiatives
- How to use the reputation of the school to best advantage within the local business community

- Event to showcase past students and their subsequent careers to local businesses
- Cultivation of links with local developers in relation to possible future school expansion
- Cultivation of links with local businesses to cultivate the potential for them to offer apprenticeships in construction and engineering etc
- That the list of businesses be co-ordinated with those already used by the school to establish a portfolio of local contacts;
- Explore the potential to utilise existing businesses in a similar manner regarding alternative provision placements;
- To establish a 'Partnerships' webpage on the school website;
- Explore the potential to provide free or subsidised advertising via the website/school newsletter to all businesses within the portfolio
- Continue to explore methods to engage with local businesses and establish and develop a long-term, sustainable programme
- This work is enhanced by the local knowledge and roles of the Committee members

### **Teaching and Learning Committee:**

The Teaching and Learning Committee met five times during 2017/18 and focussed on the following areas:

- In depth review of 2016/17 exam results including progress and attainment data;
- Follow-up and support in relation to examination board administration issues;
- In-depth review of the Humanities department receiving a presentation on areas of strength and improvement
- Review of the current work experience offering and approval of improvements to ensure a more streamlined process and increased support for students
- Referring discussions on enrichment to the Local Governing Board due to the strategic nature of the topic
- In-depth review of the English department receiving a presentation on areas of strength and improvement
- In-depth review of the PE (including Dance) department receiving a presentation on areas of strength and improvement
- Regular updates on local admissions turbulence and the potential impact on future teaching and learning including class sizes
- Regular updates on the overall increase in admissions and applications to the school and the impact on the quality of teaching and learning and timetable impact
- In-depth review of the Science department receiving a presentation on areas of strength and improvement. Rita Monson, Governor, brings expertise from Churchill College, Cambridge.
- In-depth review of the Art and Technology (including Catering and Construction) department receiving a presentation on areas of strength and improvement
- In-depth review of the Maths and Computing department receiving a presentation on areas of strength and improvement
- In-depth review of the MFL and Mandarin department receiving a presentation on areas of strength and improvement
- In-depth review of the SEND including funding, overall provision and The Cabin
- Consideration of the proposed GCSE options for 2018/19 and approval of the introduction for new subjects.

## **Remuneration Committee:**

The Remuneration Committee once during 2017/18 to review and approve teaching staff salary and pay awards and receive an overview of the performance management process and cycle.

## **Local Governing Board Future Priorities 2018 onwards**

### **Teaching and Learning**

- Improve 'basic / day to day' standard of teaching and learning across the whole school. Introduce professional development programme – “What is outstanding teaching?” Training day for teachers and teaching assistants. All teaching to be outstanding by...
- Introduce programme for students – how to become outstanding learners – to include students as researchers; questioning; fact v fiction – date to be agreed
- Middle leaders – focused programme on how to develop team as outstanding teachers. Every department to be outstanding by...
- Development of enrichment activities within the curriculum
- Introduce iPads and use effectively
- Share good / outstanding practice that does exist within school
- How teachers are supported by the LGB including consideration of approaches and new ideas as well as how to use technology more efficiently

### **Curriculum**

- Ensuring that the curriculum meets the needs of every young person:
  - Vocational offer – Catering? Engineering? Health and social care, construction, animal welfare and husbandry
  - KS3 – food technology to be reintroduced
- Vocational – seek external partnerships e.g.
  - Catering – Sheene Mill?
  - Animal Welfare and Husbandry – Shepreth Wildlife Park?
- Vocational offer has implications for the building e.g. new catering facilities
- Development of STEM expertise
- The Cabin – provision for girls – no provision in Cambridgeshire
- Build /extend links between and across subjects / departments
- Gain Confucius Classroom status, engage fully with the MEP and extend Chinese across the MAT
- Look at how we utilise time within school day
- Consideration of the development of STEM/STEAM within the school to support an increased vocational offering; possibly linking with local technology colleges to expand the offering

### **Building**

- New toilet facilities needed – work is starting in the summer holidays 2018.
- Social areas – inside and outside needed
- Food room needs enlarging – consider also how to work and share with community, e.g. lunches for elderly, coffee mornings etc.
- Update Science laboratories
- Technology areas needs redesigning and improving – additional workshop needed
- Increased changing areas required
- Housing of five teaching groups in each year group

### **Leadership**

- Developing the leadership capacity of leadership team – removing administration jobs; bringing in fresh eyes from the MAT
- Use improvements in teaching to reduce management requirements
- How to take forward proposals including development of a business case to secure funding
- Allow the Headteacher to develop experience of working regionally and nationally

### **Students**

- Develop strategy for improving attendance, including using expertise of schools that have improved attendance –
- Leadership roles for students, including governors – student leadership programme
- Develop whole school strategy to reduce acute mental health need and to support students more effectively. This would also improve attendance. Investigate ‘MVC of the Air’ provision

### **Everybody is somebody**

- Confirm what outstanding looks like at MVC
- Continue to collect stories and publicise – appoint new publicity officer when finances permit
- Develop alumni network