



## ENSURING BEST VALUE AT CROWLE PRIMARY ACADEMY

### The governing Body Statement 2016 - 2017



Best value in this academy is achieved by constantly monitoring, reviewing and amending procedures in line with a constantly changing education system.

#### **CHALLENGE:**

**We constantly challenge children and staff to improve performance in order to set ambitious targets by means of:**

- ❖ A detailed Academy Improvement Plan for each academic year with clear objectives and success criteria.
- ❖ A committed and involved Governing Body who monitor and evaluate closely, finance curriculum and building issues.
- ❖ An annual budget that is closely monitored by Trustees and Governors through termly financial summaries.
- ❖ Regular scrutiny and moderation of work.
- ❖ Lesson observation by Headteacher, Deputy Headteacher, Subject Leaders.
- ❖ End of year SATs Years 2-6, both statutory and non-statutory and assessment N – Y6. The analysis of the data provided by these results.
- ❖ Raise Online.
- ❖ Academic targets set for all pupils in the academy which are tracked to monitor individual and group performance and linked to the school's assessment strategy. Progress meetings to discuss class targets with class teacher.
- ❖ A programme of professional development for all staff that is costed and linked to priorities identified in the Academy Improvement Plan and Performance Appraisal Reviews.

#### **The academy deals with the procurement of services by:**

- ❖ Obtaining full costs, including labour costs prior to a contract being awarded.
- ❖ The threshold levels on purchases are:

£0 - £2,500	Obtain one quotation
£2,500 - £15,000	Obtain two quotations
£15,000 - £50,000	Obtain three quotations
£50,000 - £100,000	Obtain three quotations using the formal request for quotation pack
£100,000	Formal tender
- ❖ Headteacher is empowered to incur expenditure within the budget limit of £3,000 for a single transaction and up to £5,000 in consultation with the chair.
- ❖ Headteacher is empowered to amend the budget during the course of the year (virements) up to £2,000 for a single transaction and up to £5,000 for a single transaction in consultation with the chair.
- ❖ Headteacher is empowered to incur expenditure with regard to academy conversion process with the budget limit of £10,000 for a single transaction.
- ❖ The finance committee is empowered to incur expenditure within the budget up to £20,000 for a single transaction and to the full governors above that amount.
- ❖ The finance committee is empowered to approve buying into service level agreements.
- ❖ The finance committee is empowered to establish and maintain an up to date three year financial plan and approve the annual budget on behalf of the governing body.
- ❖ The finance committee is empowered to ensure compliance with the financial regulations
- ❖ The finance committee is empowered to review annually the best value statement, any financial policies, governor competencies and benchmarking.
- ❖ Seeking professional advice from various stakeholders who offer their support to the school.
- ❖ The finance committee review and respond to an audit and ensure implementation of agreed actions.



## ENSURING BEST VALUE AT CROWLE PRIMARY ACADEMY

### The governing Body Statement 2016 - 2017



#### COMPARE:

The academy compares performance with other schools, both ones in a similar position and all schools through means of:

- ❖ Analysis of Benchmarking data
- ❖ Analysis of Raise Online
- ❖ Analysis of recent OFSTED inspection report (December 2010)
- ❖ FSM
- ❖ Visits to other schools and close liaison with neighbouring schools
- ❖ Visitors from other schools
- ❖ Attending local schools' cluster meetings and various Network meetings
- ❖ Meetings between subject leaders and Governors with Curriculum links

The academy compares the cost and quality of current service provision with those of other schools by:

- ❖ Informal discussions with Heads of neighbouring schools and schools of similar size.
- ❖ Discussing service provision at Network and Cluster meetings.

#### CONSULT:

Consultation is a constant process, both formal and informal. Governors consult on a formal basis at set meetings, or sub-committees, on all aspects of school management. Visiting governors achieve informal consultation regularly, i.e. Chairperson visits the academy regularly. This informal contact with staff, parents, and children is vital in the smooth running and development planning.

The major consultation is through the academy improvement plan. Others are:

- ❖ Regular Parents evenings
- ❖ Parents contracts
- ❖ Reports to parents
- ❖ Parental questionnaires and surveys
- ❖ Friends of Crowle School (FOCS)
- ❖ Open door policy
- ❖ Weekly staff meetings
- ❖ Staff meeting for all staff – teachers, administrator, support staff to identify priorities for the School Improvement Plan
- ❖ Regular newsletter to parents
- ❖ Subject Leader meetings to review policies, delivery of subjects and resources
- ❖ Annual New Parent's Meetings (Nursery and Reception) and Open Days.

#### COMPETE:

We try to achieve value for money taking into account Economy, Efficiency and Effectiveness, when buying services or goods. The academy secures the best possible service to meet its needs at the best price by:

- ❖ Operating the quotation and tendering procedure outlined in the CHALLENGE section.
- ❖ Reviewing annually, Service Level Agreements and leasing arrangements for ICT equipment and reprographic equipment.
- ❖ Reviewing regular school suppliers and investigating competitors by taking goods on approval, seeking and quotes.
- ❖ Appointing staff against a set of criteria agreed by the Personnel Committee, identified in job descriptions and person specifications.
- ❖ Interviewing candidates by using an agreed set of questions and appointing the best possible candidate on performance at interview, qualifications held and meeting the criteria given in the personnel specification.



# ENSURING BEST VALUE AT CROWLE PRIMARY ACADEMY

## The governing Body Statement 2016 - 2017



The academy has considered alternative ways of accessing services by:

- ❖ Holding joint inset days with a local primary school to share costs.
- ❖ Using another company (other than LA SLA) for staff insurance and IT Curriculum Support.

Signed ..... *Anna Cvijetic* .....  
Mrs Anna Cvijetic  
(Headteacher)

..... *Martin Jones* .....  
Mr Martin Jones  
(Chair of Governors)

Date ..... *24.6.17* .....

..... *12/7/16* .....

Review date: June 2017