



Annual Governor Report

July 2025

Introduction

Welcome and thank you for your interest in our Annual Report. This report summarises the role of the Governors and what we have achieved this year.

The Governing Body of a school has a strategic and prescriptive role.

We are responsible for:

- ensuring clarity of school vision, ethos, and strategic direction;
- holding school leaders to account for the educational performance of pupils, and effective performance management of staff;
- overseeing the financial performance of the school and ensuring the budget is spent wisely.

Our school values are:

Nurture – we care for, protect and support our children, families, staff, and the wider community.

Harmony – we work together to build positive and healthy relationships with each other, the wider community and the natural world.

Wellbeing – the emotional, mental and physical wellbeing of our school community drives everything we do.

We review and publish our School Values and Vision annually:
<https://www.portwayi.derby.sch.uk/values-and-vision/>

At Portway Infant School, Governors are proactive and committed to ensure that they fulfil their mandatory role as well as supporting the school in many other ways. We are all very proud of our school, the attitudes and good manners of our pupils and the quality of our staff.

Role and Constitution of our Governing Body

Our Governing Body currently has nine members in addition to the Clerk to Governors. From September the Governing Body's constitution will comprise of three Parent Governors, one Local Authority (LA) Governor, one Staff Governor, one Headteacher and three Co-opted Governors. There is currently a vacancy for a Local Authority appointed Governor which we hope will be filled in September.

Governors have a wide and varied range of expertise and experience to support their role. This year we have welcomed a new Parent Governor, Stephen Pike; his fresh approach has proved invaluable.

The Governors' roles and responsibilities are reviewed in the autumn term each year. Our outgoing Chair of Governors, Cat Smith, has worked incredibly hard during her time in post and her extensive knowledge and guidance will be sorely missed. Our experienced Vice Chair, Sarah Gibson, has done a fantastic job in taking the reins temporarily since Cat's departure in the spring. At the most recent Full Governing Body meeting, Tori Beat was elected as the new Chair from September 2025. In addition to the Full Governing Body, every Governor sits on one of two committees: Finance, Premises and Personal or Curriculum and Pupils. We also have designated link Governors with additional responsibilities for areas such as Safeguarding children, Special Educational Needs and Disabilities, and Mental Health.

Each of the Governors, with exception of the Headteacher and Clerk, has responsibility for supporting at least one curriculum area. We visit the designated curriculum leader twice each academic year to better understand and support in-year priorities, and review progress in each curriculum area. These visits help build Governor understanding of the school, build relationships between the Governing Body and staff team, enable us to support the school in delivering the vision, and allow us to fulfil our responsibility to hold school leaders to account.

The full Governing Body has met five times this year, and each committee met once per term.

Further details of the Governing Body are displayed on our school website: www.portwayi.derby.sch.uk/governing-body/

Copies of non-confidential meeting minutes can be obtained on request from the Clerk to Governors.

Phonics Screening 2024-25

We are delighted with the results of this year's Year One phonics screening, which are the highest ever achieved at Portway Infant School and well above national average. We are very proud of the children's efforts and attitudes towards the screening, as well as the excellent support of teaching staff, particularly in early identification and additional support to those children who needed it. Having adopted a new phonics programme in 2022-23, these results are testament to the hard work of the staff in embedding the new programme into the curriculum. A huge thank you goes to Miss Moore for providing targeted support to children retaking the screening in Year Two this year, which resulted in a 25% increase in children passing the check by the end

of Year Two, again well above national average and ensuring the vast majority of children are well prepared for their transition to junior school.

Support initiatives and school clubs

As well as delivering the curriculum, the school seeks to ensure that its pupils have access to a variety of extra-curricular and enrichment activities.

The Forest School continues to go from strength to strength as we have enjoyed our first year of our own dedicated Forest School space. The fantastic fundraising by Friends of Portway Infants last year has enabled the school to provide a wonderful area for the children's outdoor learning sessions.

A variety of extra-curricular activities has been made available to the children this year, with a particular focus on enrichment through the arts in line with the development of the arts curriculum in school which has been championed by Mrs Stockwell. Clubs such as multi sports, bingo, gardening, Lego, dancing, painting and drawing have been run by teaching staff this year and enjoyed by lots of children. Other activities such as ukulele lessons with Scott Walters and an after-school football club run by Derby County in the Community are also popular and it is a joy to see children taking part. Thank you to all involved in organising these valuable events. Most importantly a huge well done to all the children. We are so proud of all you have achieved.

We continue to be overwhelmed by the generosity and support from our families and the wider community and the Governing Body would like to extend its thanks to all our wonderful volunteers:

- The Friends of Portway Infants for working tirelessly to fundraise throughout the year for new equipment for the EYFS outdoor play area. They have organised and run numerous events and activities for the children, which have been enjoyed by all.
- Mrs Lee, Mrs Roche and Mrs Winfield for running the weekly Share Group.
- Mr Appleby, Mrs Owen and Mrs Payne for listening to readers every week.

With such an overwhelming list of helpers, we are almost guaranteed to have forgotten to name someone so please do forgive us. Your kindness, skills and time have been greatly appreciated.

School Development Plan

Each year Governors review and approve the School Development Plan, which is developed together with the teaching staff team. The School Development Plan is a termly agenda item at the Full Governing Body meetings to enable Governors to closely monitor its progress.

For more information on our School Development Plan please see our website, [School Development plan | Portway Infant School](#)

Governor Action Plan & Training

Alongside the School Development Plan, the Governing Body develop an action plan each year which is also reviewed termly.

A full range of Governor training is offered. Relevant training was attended to support the Governors in their roles and as part of our ongoing succession planning, this included new Governor induction and introduction to safeguarding. Relevant information is passed on during Governors' meetings. A skills audit is carried out each year to ensure that we have a wide range of skills and expertise to support the wider role of the Governing Body as a whole.

Policies review

One of the Governing Body's responsibilities is to review and approve statutory and key school policies. There is a rolling programme of policy review, supported by our Clerk. Policies can be accessed at: www.portwayi.derby.sch.uk/policies/.

Premises

Ensuring the school site and premises are safe and fit for purpose is an integral part of our remit. A three-year premises plan is agreed by Governors to enable a running programme of repairs and updates. This year we have focused on emergency lighting in school, as well as general ongoing maintenance and improvements.

The school welcomed Busy Bees Pre-School onto the school site in the autumn term this year and we are delighted with how the pre-school staff and children have settled into their new home. This has enabled the school to strengthen the existing bond with the pre-school and aid a smooth transition to those children and families joining us in September. We look forward to this relationship continuing to go from strength to strength with more jointly held events such as our annual summer picnic, together with the Junior School.

Thank you!

This year we would like to say a special thank you to Mrs Phillippe and Mrs Hughes, who are both moving on to new opportunities. Their care, knowledge and skills have been extremely valuable to all at Portway Infant School. Mrs Phillippe has also supported countless families and children in her role as SENCO. Mrs Hughes has championed Design Technology in school and worked hard to develop the curriculum. What they have achieved during their time with us will benefit not only the current children but those yet to come.

Thank you, too, to Miss Howard and Miss Bromhead who have also moved on to pastures new this year. They have provided excellent assistance to teaching staff during their time at Portway Infant School, in particular supporting children with SEND.

The Governing Body wish Mrs Phillippe, Mrs Hughes, Miss Howard and Miss Bromhead all the very best in their new roles.

We would also like to acknowledge the hard work of Mrs Kemp, Mrs Paterson and Mrs Ball, who run the school office. Throughout this last year they have worked tirelessly to support staff and families, and always with a smile. Thank you.

The success of Portway Infant School is a team effort. The leadership team, staff, parents, carers, volunteers and Governors are committed to ensuring that our children have a safe and happy learning experience whilst at the school and Team Portway has excelled again this year. A special thank you goes to Mrs McSherry for leading

the school with expert guidance and supporting families in their children's education with such care, always with the children's best interests at front and centre.

As our Year 2 children leave at the end of term, we trust that they will take with them a wealth of knowledge, new skills and many happy memories of our school. We look forward to welcoming our reception children starting in September and are certain they will settle into school life and flourish.

And finally...the Governing Body would like to wish everyone a lovely summer break and we look forward to seeing you in September.