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Mrs J Stephen
Headteacher
Boyne Hill Church of England Infant and
Nursery School,
Rutland Road
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Dear Mrs Stephen

Ofsted 2010–11 best practice survey: school governance

Thank you for your hospitality and cooperation, and that of your staff, pupils and governors, during my visit on 4 November 2010 as part of our survey on school governance.

The visit provided valuable information which will contribute to our publication about best practice in school governance. The publication will include case studies about individual schools. If Boyne Hill Church of England Infant and Nursery School is included as a case study, you will have an opportunity to comment before publication. Individual institutions will not be identified in the main text without their consent.

The evidence used to inform the judgements included scrutiny of relevant documentation and interviews with governors, staff and a local authority representative.

Features of best practice

- Strong, collaborative teamwork and very productive, professional relationships between school leaders and governors are based on an explicit and shared understanding of their roles and responsibilities in leading and managing the school.
- A well-managed and efficient committee structure makes the best possible use of time by delegating specific responsibilities to working groups and individual governors for monitoring and evaluating the work of the school.
- Sharply focused minutes from governing body meetings identify precise actions and reviews, so making a strong contribution to improvement planning.
- The governing body is extremely successful in engaging with parents and the community. It regularly seeks parental views and responds to their feedback in a meaningful way that is easy to understand.

- A thorough process of review and self-evaluation of its own effectiveness is embedded in the work of the governing body. Governors understand their strengths and weaknesses, are flexible in responding to changes in the school context and provide an informed level of support and challenge for school leaders.
- The local authority's scrutiny of the governing body minutes, associated papers and outcomes of its self-evaluation provides an additional opportunity for the governing body to review the effectiveness of its procedures.

Areas for development, which we discussed, included:

- considering providing more formal guidance and support for newly appointed governors.

I hope that these observations are useful as you continue to develop governance in your school.

As I explained previously, a copy of this letter will be published on the Ofsted website. It may be used to inform decisions about any future inspection. Except in the case of academies, a copy of this letter is also being sent to your local authority.

Yours sincerely

Anne Wellham
Her Majesty's Inspector