

Trustees' report for the year 2021-2022



Welcome to the Trustees' Annual Report for 2021-2022. We hope that you will find the information in this report helpful and interesting.

Within this report you will find details of the work of the Committees within the Governing Body and information about our Governors. With the continuing restrictions, there were limited tests carried out this year and the teachers were keen to help the pupils get back on track.

The Trustees would also like to thank all those people who voluntarily give their time to support the school. Their knowledge, patience and time are invaluable. These people help with listening to pupils read, support Art, Design, Science, school trips and generally support across the curriculum.

We would also like to thank the staff who continued to go the extra mile to provide for children both in school and at home.

This has been an exciting year for the school as we watched the demolition of part of the original building to be replaced with a smart new 2 story block of classrooms. Staff and parents helped to clear out the existing classrooms before the summer holiday to allow the builders to complete the refurbishment of the remaining area. The children were very excited to return to their "new" building and we would like to thank the builders, project managers and everyone else who was involved in delivering the project in time for the start of term.

The Chair of Trustees Clifton All Saints Academy

The **Full Governing Body** meets once a term and during the year have reviewed staffing and finance matters, the impact of the building work on the school and the impact the changes to the Schools for the Future plans from Central Bedfordshire Council will have over the next few years.

Other matters under discussion during the year were

- Preparing for a possible Ofsted visit
- Feedback from a review of Governance by the Service Improvement Partner
- Provision of wrap around care and catering.

Philippa Whittington—Chair

THE FINANCE AUDIT AND RISK COMMITTEE 2021-2022

The Finance Risk and Audit Committee (previously called the Finance and Management Committee) has eight members comprising of the Headteacher, Chief Financial Officer and six Trustees, five foundation trustees and 1 parent trustee. The members of the committee have varied professional skills which can be used to support and assist the Academy and reports into the Full Trustee Board. The Committee normally meet at least once per term but has this year met more frequently due to the changes to the Academy's financial staffing. During the year we welcomed two new Trustees onto the Committee: Milton Guffogg and Christopher Murphy who both bring skills that will assist the working of the committee, unfortunately due to pressure of work Chris had to resign in September 2022 and we thank him for his participation whilst part of the Committee.

This has been a very busy year for our committee with the resignation of Mrs McCarthy, the Academy's Business Manager. It gave the Academy the opportunity to review its financial staffing and we are pleased to report the Academy has engaged a new Chief Finance Officer (CFO) who will commence work at the Academy in January 2023. In the interim the Academy has employed TSO Education, who offer schools a bespoke service for financial matters.

TSO presently carry out the role of the Academy's CFO and ensures that the Academy remains in a financially sound position, in compliance with the Academy Trust Handbook (also known as the Academies Financial Handbook) and the Education and Skills Funding Agency requirements. TSO, since employed by the Academy, has provided an excellent service and support to the Academy and especially the Headteacher. The company has presented monthly accounts, budget forecasts and other related financial data at each meeting and responded efficiently and effectively to all financial requests, questions and queries asked by committee members. TSO will continue to work with the Academy to assist the new CFO when she commences her term of employment in January 2023.

The Committee has terms of reference which detail its areas of responsibility and each meeting includes at least the following agenda items:

Finance

Training

Risk

Health and Safety

The School Development Plan relating to the leadership, finance, staffing and management of the Academy.

The Academy has also had the opportunity to change to two external providers – in catering to improve the quality and variety of the food offer and in wraparound care to bring the service within the Academy, extend the hours of the service provision and increase the number of places offered. The new catering contract commenced after Summer half term with The Lunchtime Company and the wraparound care contract with Dawn until Dusk is commencing in September 2022. Both are established and well-regarded providers locally. I am sure you will have seen the details of both services when they were advertised on Class Dojo and we are confident they will meet the needs of our children and parents. The Academy is looking forward to working with both companies and will monitor progress as we move forward into the new academic year. The Committee also has responsibility for reviewing and amending Academy policies relating to the work of the Committee and a number

have been amended this year.

It just remains for me to thank, on behalf of the Committee, the Academy staff for all their commitment, hard work and dedication to the Academy and of course the children during this past year. I should also like to place on record the Committee's thanks to TSO for the excellent service and financial support it has provided to ensure the Academy complies with the requirements of its Financial Regulations, the Academy Trust Handbook and the Education and Skills Funding Agency.

Carol Weller – Chair - Finance Audit and Risk Committee

DEVELOPMENT (CURRICULUM AND STANDARDS) COMMITTEE

The Development committee oversees the strategic framework and focusses on school standards and school improvement. It is scheduled to meet at least once a term and report on the curriculum, teaching and learning and the quality of provision at the school. It also ensures that the curriculum is broad and balanced and that the curriculum policies are up to date and incorporate any new government directives. The committee considers issues raised by parents and makes sure the needs of all its stakeholders are upheld and are still appropriate in this forward thinking school.

The committee comprises of the Head teacher, a member of the teaching staff, the Rector, a Church Governor, a parent Trustee and two foundation Trustees with education backgrounds. This gives this committee a broad, balanced and professional forum. Policies for review were available prior to meetings on the Trustees portal on the website. This enabled committee members to be prepared for meetings and to ask any questions.

At each meeting during the year the committee discussed curriculum development, subject leadership, assessment, data,

attendance, reports from School Improvement Partners, Trustee visits, safeguarding, the School Development Plan and preparations for Ofsted.

The following policies were reviewed and approved:

Peer on Peer abuse

Marking and feedback

Remote learning

Intimate care

Identifying vulnerable children

Disability Equality

Teaching and learning

One meeting was held with the Finance, Audit and Risk committee where the new building work was discussed and issues resulting in the school becoming a Primary School.

Jean Peacock—Chair.

Where next?

Over the next year, the Trustees will be focussing on these objectives:

Objects and Aims

- Developing a distributed leadership model to secure rapid and sustained School Improvement .
- Raising Standards and Improving Outcomes so that all pupils make at least good progress in line with the 2019 National standards.
- Strengthening the Curriculum so that pupils study the full range of National Curriculum subjects.

Clifton All Saints Academy Trustee Board

Chair and Diocesan Trustee	Philippa Whittington
Headteacher (ex officio)	Rebecca Byrne
Vice Chairs	Carol Weller (Foundation) Milton Guffogg (Member)
Rector (ex officio)	Revd Caren Topley
Teaching staff Trustee	Sam Pepper
Parent Trustees	Andrew Saunders Caroline Stephens
Member Trustees	Deb Sewell Nic Farrington-Sharp
Foundation Trustees (PCC)	Richard Hook Philip Farr
Diocesan Trustee	Jean Peacock
Clerk to the Trustees	Donna Newman

Development Committee

Jean Peacock (Chair)	Rebecca Byrne
Revd Caren Topley	Sam Pepper
Caroline Stephens	Deb Sewell
Nic Farrington-Sharp	

Finance, Audit and Risk Committee

Carol Weller (Chair)	Andrew Saunders
Philippa Whittington	Richard Hook
Milton Guffogg	Philip Farr
Andrew Saunders	Rebecca Byrne

Standards

Achievements and Performance

Key Performance Indicators –

- EYFS results were the highest in the Shefford and Stotfold Cluster and above national at 83%
- Year 1 Phonics Check was the 3rd highest in the Shefford and Stotfold Cluster and above national at 87%
- KS1 results were broadly in line with national results although the impact of Covid can be largely seen in writing. 77% of the cohort made 2.5 years' average progress in reading.
- Distributed leadership is effective with a newly formed senior leadership team who have made rapid improvements to the school.
- Successful management of the building works has seen the conversion to Primary be smooth with children enjoying the new facilities
- The school has developed strong relationships with the Local Authority and Diocese, utilising the skills and resources offered to drive School Improvement.

The newly formed PTA hosted a successful Summer Fayre, Sports Day Breakfast and supported the Summer Performances in EYFS, KS1 and KS2. We had a variety of trips including a visit to the National Space Centre, Woburn Safari Park, a local river walk, Roald Dahl Museum.

There were also a host of visitors to the school including a Police Officer to discuss Hate Crime, A Pirate Day and a Seaside Day to enhance learning. The children's curriculum and time at school is diverse and wide offering a broad educational experience.

PTA—Parent Teacher Association

Clifton All Saints Academy PTA is a friendly group of Parents and Teachers who get together to raise money for our school. We hold lots of events throughout the school year.

This academic year has been a year of two halves!

We had our first PTA meeting in September where we agreed to fund the new reading scheme with £2000. Every child will benefit from this investment. We are proud to have supported the schools vision to ensure every child leaves the school being a fluent reader.

We had grand plans to have the Christmas Fayre but Covid restrictions meant this was cancelled. Children remained in bubbles until the end of February so we looked forward to events in the summer.

We were able to host the Summer Fayre which was well attended and hugely successful. We raised a fantastic £2232 for the school. We are hoping to support the school in buying 30 chrome books with this money.

We are always in need of extra volunteers to join our committee or even just lend a hand preparing, attending and clearing away at events. There is a role for everyone in the PTA no matter how much time you have spare.

For further information, please contact the school office.

Clifton All Saints Academy by Amy, Year 6

I remember this place from when I was so small
Who knew that it would grow so tall
The drills were so loud
The diggers were giant
The trees that surround us are really flamboyant
Green t-shirts, yellow dresses
Reverend Caren's daily blessings
This school's my life and many others
It's warm and it's happy, it's brought much pleasure.

Our Vision—Learning to live, living to learn

Our Core Values

LOVE

'Serve one another in love'
Galatians 5:13

Good Samaritan

Love is the basis for all we do. We love one another, we love learning, we love God and the world he made.

RESPECT

'Do to others what you would have them do to you'
Matthew 7:12

Zacchaeus the Tax Collector

We have respect for ourselves and for others and show this through our behaviour and interactions. We appreciate and understand each other's beliefs, cultures and individuality. We recognise these make us unique.

COURAGE

'Be strong and courageous; do not be frightened, for the Lord God is with you wherever you go'
Joshua 1: 19

Daniel and the Lion's Den

We have the courage to try new things and stick at tasks even when they are hard and take us outside of our comfort zone. We take a moral stand and challenge injustice.

KOINONIA:

'Therefore welcome one another as Christ has welcomed you, for the glory of God'
Romans 15: 7

The Loaves and Fishes

We all belong at Clifton All Saints for who we are and our uniqueness is loved and respected. We have the courage to be our true selves while being part of our school family and wider community. We attend Worship, we listen to and learn from Christian teachings.

Our Board of Trustees 2021-2022

What are the roles and responsibilities of school trustees?

- ensuring clarity of vision, ethos and strategic direction for the school.
- holding the headteacher to account for the educational performance of the school and its pupils.
- overseeing the financial performance of the school and making sure its money is well spent.

Trustees serve a term of 4 years from the date of their election.

Philippa Whittington – Chair of Board of Trustees

I have been a Foundation Trustee since 2003, appointed by the Diocese. I am married with one son, 2 stepsons and 4 grandchildren and while now retired, I spent 40 years working in the IT industry. I believe that my education was an important part of my life and see my work as a Trustee as a way of repaying that to the community.

Miss Rebecca Byrne – Headteacher

I have been Headteacher at Clifton All Saints Academy for one year. I feel extremely honoured and privileged to have been entrusted with leading All Saints forward. My appointment at the school is even more special to me as I grew up in Henlow. I attended the local schools so am looking forward to giving back to the community where I spent my childhood. I hold a strong belief in the power of education to change children's lives and the right of every child to receive an excellent education. I am dedicated to building opportunities for students to achieve the highest academic standards, ensuring that they are known well as individuals and that their unique personality, talents and interests are nurtured and developed to the full. I put teaching and learning as well as safeguarding at the heart of everything I do

and endeavour to give each child the best possible education. I am looking forward to meeting our families, getting to know our children and working with the staff in the terms and years ahead.

Reverend Caren Topley - Rector of Clifton, Haynes and Southill

I am the Rector for All Saints Church in this village. Part of my role is to be a Trustee for this church school. I have lived in the village for over twenty five years and my children were educated here. I feel privileged that I can give something back and support this community.

The Christian Values taught by the school have forged a strong link with the Church, Toddler Church and Messy church. We always look forward to the times when the school leads our worship or we share events together.

Carol Weller—Foundation Trustee and Vice Chair

I have lived in the village for circa 33 years and my younger daughter attended Clifton All Saints Academy and has very happy memories of her time there. I am married with two daughters and two grandchildren, one of whom is in primary education. As I am now retired I wanted to contribute to Clifton community life and becoming a school Trustee seemed a very worthwhile way of doing this. My daughters attended Henlow Church of England Academy and during their time at the school I was a parent Trustee.

I spent the last 29 years of my career working within the public sector as a professionally qualified Procurement and Contracts Manager managing teams responsible for procurement and putting in place contracts for goods and services, which covered a diverse range of requirements. This involved communication with schools, council officers/departments and various private sector organisations. Part

of my role involved the managing of suppliers; conducting contract negotiations; and overseeing contract performance.

Milton Guffogg – Member Trustee and Vice Chair

I have lived in the village for nearly 30 years, and have one son and two Grandsons.

My eldest grandson attends Clifton and my youngest Woodlands, so I have hands on knowledge of their experiences.

My career has been spent in Retail/Consumer in the UK and Europe, and have during the last 45 years ,run many well known Retail businesses as a Director/CRO and CEO.

In the last few years I have been the founder of a large UK based Private Equity company, and am currently the founder and CEO of a private Investment and Restructuring company focused on the Retail/Consumer in the UK and Europe, which invests in and turns around distressed Retail businesses.

Jean Peacock—Diocesan Trustee

I have been a Trustee at Clifton All Saints Academy for 7 years. I live in Clifton and I have a son, a daughter and 4 grandchildren 3 of whom are Primary School age.

I have spent all my working life in Education and I have taught a range of age groups in a variety of different Lower Schools in Bedfordshire. I spent the last 9 years of my working life as a Headteacher of a Lower School. After I retired I became a part time Link Tutor with the University of Bedfordshire supporting and advising trainee teachers.

I am now fully retired and I hope I can use my past experience to play an active and supportive part in the life of Clifton All Saints

Academy as it moves forward to become a Primary School.

Richard Hook—Foundation Trustee

Richard's background is predominately in Law Enforcement. He has served in Central London since 2001. During this time he has carried out a variety of roles which include a Youth Violence Team in both Engagement and Enforcement. He has previous experience as a School Trustee in Hertfordshire, where he had responsibility for Safeguarding and Pupil Premium. His oldest daughter attended All Saints and is now in Henlow Academy. He has one daughter in All Saints (Olive class) which gives him a vested interest in local education. Richard believes his occupation highlights the importance of early education and of a strong and influential community. Richard is an active member of the local community including Messy Church and is looking forward to contributing and supporting Clifton All Saints Academy over the coming years.

Sam Pepper—Teaching Trustee

My name is Sam Pepper and I am the teacher Trustee. I am currently the SENDCo, Year 1 Class Teacher, I am on the Senior Leadership Team and PE coordinator within the school. I have completed the SEND National Award at the University of Bedfordshire and I completed my Level 5 and 6 subject leadership and management in PE. I am also just about to start my NPQSL course.

I have always had a strong passion and interest in Special Educational Needs and Disabilities so the role I currently lead is a dream come true! I am very active and enjoy sports myself so being the PE coordinator within the school is something I thoroughly enjoy. I have been teaching for 7 years now, 6 of which have been at Clifton. I trained at the University of Bedfordshire for 4 years,

graduating with a BEd with honours in Primary Education. I started in Clifton as the Year 3 teacher and continued in this year group for 3 years. I then moved to year 2 to face more challenges and broaden my professional development. I am currently the year 1 class teacher and have implemented continuous provision within our classroom. Teaching is a dream; a job which I thoroughly enjoy. I am enjoying moving forward in my career, creating exciting opportunities for the children across the school and watching them flourish in their development.

Caroline Stephens – Parent Trustee

Caroline was elected as Parent Trustee in November 2019. She has two children at Clifton All Saints Academy, James and Adam. As a parent, Caroline has a broad interest in the school, the curriculum and the children. Specifically, she wanted to make sure we do the right thing for our children during the transition of the local schools. Caroline has been a chemist in the Pharmaceutical industry for over 20 years and is a STEM Ambassador. She is keen to enthuse the children about Science which she does by regularly running workshops at Clifton All Saints.

Andrew Saunders—Parent Trustee

Growing up, my parents were always very active in volunteering in the community, whether in local politics or charities. It impressed on me the importance, where possible, of sharing time and skills for the benefit of others. After a career in corporate finance, I more recently spent nearly 10 years working for a company that invested in and managed communities, including social housing and schools, providing first-hand experience of the many challenges and sensitivities.

With my links to the academy through a son who previously attended All Saints and a daughter currently at All Saints, putting myself forward for election as a parent Trustee felt, in turn, like an appropriate use of volunteering time.

As a Chartered Accountant by profession and a Board Director with responsibilities for Finance, HR, IT, governance and reporting, I bring skills geared towards the non-curricular part of the school with particular interest in organizational culture and improvement. Clearly the ongoing pandemic has thrown a number of challenges to all stakeholders, which have had to be reacted to and managed, limiting the usual capacity for overall development; however we look forward to the return of more normal times and progressive improvement.

Philip Farr – Foundation Trustee

As the father of a year 6 pupil who has been at the school since Reception, and a resident of Clifton for the past 16 years, I feel a connection to both the school and the community it serves.

I have a wide range of work experience, having worked in accountancy, financial recruitment and for the past twenty-five years in senior administrative, business management and project management roles in the Public Sector. I have worked for the Greater London Authority since its inception in 2000 and have gained extensive experience in project and business management, working on such projects as the non-sports planning of the 2012 London Olympics and the four-yearly Mayoral and London Assembly Elections.

Out of work I enjoy running and amongst other things I have now completed seven marathons. I also love travelling in high mountains and I am planning a trip to K2 Base Camp in Pakistan. However, I also enjoy the quieter side of life and now spend more time in the garden, having discovered gardening during lockdown.

Debra Sewell – Members Trustee

I have lived in Clifton for 20 years. Until July of 2020 I was a teacher at a KS1 school in Luton. I worked with children and families from a range of backgrounds, ethnicity and faiths. I am passionate about children's education, well being and learning.

In my role as Trustee I look forward to working with the school in continuing to provide an enriched and balanced curriculum to all pupils.

Nicola Farrington-Sharp – Members Trustee

I qualified as a teacher in 2002 and have worked in four local schools. I have extensive experience in upper key stage 2 and have held senior positions since 2008. In September 2014 I started work at Henlow Church of England Academy. During this time I have undertaken extensive training in the teaching of mathematics and my assistant headteacher role gives me responsibility for whole school pedagogy; staff performance and review; staff development, including initial teacher training; school action group and KS2 curriculum.

I love everything about working with young people and life in school. I now wish to give back to the wider community by supporting the work of Clifton All Saints Academy as a Trustee. I

very much look forward to working with the whole school community.

Donna Newman – Clerk to the Trustees

I have recently joined the Board of Trustees as Clerk. My family and I moved to Clifton last year and have very much enjoyed getting to know the local community. I have 2 children, both of whom attend a local primary school at which I am also a Parent Trustee. I am looking forward to learning more about Clifton All Saints Academy and supporting the Board as Clerk.

Academy website : www.cliftonallsaintsacademy.co.uk/

The academy website contains information about all aspects of the academy. Here can be found the main academy policies, the mission statement and details of events past and present.

Any emergency closures due to snow will be posted on the front page of the website and on the academy Facebook page as soon as the decision has been made. Information will also be on ClassDojo.

If you are unable to access our website, you may request a hard copy of any document via the office. You may also contact the Trustees via the link on the Trustees' page of the website.



Equality Objectives 2022-2023

On the 1st October 2010, the Equality Act 2010 replaced all existing equality legislation such as the Race Relations Act, Disability Discrimination Act and Sex Discrimination Act. The Equality Act 2010 was introduced to ensure protection from discrimination, harassment and victimisation on the grounds of specific characteristics (referred to as protected characteristics).

This means that schools cannot discriminate against pupils or treat them less favourably because of their sex (gender), race, disability, religion or belief, gender reassignment, sexual orientation or pregnancy or maternity.

The Act introduced requires all schools to comply with the Public Sector Equality Duty and two specific duties.

Public Sector Equality Duty requires us a school to:

- Eliminate unlawful discrimination, harassment and victimisation
- Advance equality of opportunity between different groups
- Foster good relations between different groups

The Two “specific duties” requires us to:

- Publish information to show compliance with the Equality Duty
- Publish Equality Objectives at least every 4 years which are specific and measurable

We recognise that these duties reflect international human rights standards as expressed in the UN Convention on the Rights of the Child, the UN Convention on the Rights of People with Disabilities, and the Human Rights Act 1998.

This is demonstrated within the All Saints Accessibility Policy and the All Saints Academy Equal Opportunities Policy.

The specific duties require us to prepare and publish one or more specific and measurable equality objectives which will help us to further the aims of the Equality Duty.

Our equality objectives are:

Equality Objective 1 – To advance the equality of opportunity between children by providing additional activities before and during school for children with specialist needs.

Equality Objective 2 – To develop the whole school teaching of maths through the Maths Mastery approach so that all children can attain a good level of understanding of number and its manipulation.

Equality Objective 3 – To develop and implement a Recovery curriculum across all subjects to identify significant gaps in learning and plan effectively to reduce those gaps.

Further information is available on the Academy website.
www.cliftonallsaintsacademy.co.uk



Governors 2022-2023

Chair and Diocesan Trustee	Mrs Philippa Whittington
Headteacher (ex-officio)	Miss Rebecca Byrne
Vice Chairs	Mrs Carol Weller (Foundation) Mr Milton Guffogg (Member)
Teaching staff trustee	Ms Sam Pepper
Rector (ex-officio)	Revd Caren Topley
Staff Trustee	Vacancy
Foundation Trustees (PCC)	Mr Richard Hook Mrs Carol Weller Mr Philip Farr Vacancy (2)
Diocesan Trustee	Mrs Jean Peacock
Parent Trustees	Mr Andrew Saunders Mrs Caroline Stephens
Member Trustees	Mrs Deb Sewell Ms Nic Farrington-Sharp
Clerk to the Governors	Mrs Donna Newman