

Value for Money Statement

Organisation name: Hedingham School and Sixth Form

Company number: 8330173

Year ended 31 August 2014

I accept that as accounting officer of Hedingham School and Sixth Form I am responsible and accountable for ensuring that the academy trust delivers good value in the use of public resources. I am aware of the guide to academy value for money statements published by the Education Funding Agency and understand that value for money refers to the educational and wider societal outcomes achieved in return for the taxpayer resources received.

I set out below how I have ensured that the academy trust's use of its resources has provided good value for money during the academic year.

HEDINGHAM SCHOOL AND SIXTH FORM BEST VALUE STATEMENT

The Governing Body is accountable for the way in which the academy's resources are allocated to meet the objectives set out in the academy's development plans. Governors need to secure the best possible outcome for pupils, in the most efficient and effective way, at a reasonable cost. This will lead to continuous improvement in the academy's achievements and services

What Is Best Value?

Governors will apply the four principles of best value:

Challenge

Regularly review the functions of the academy and challenge.

Is the academy's performance high enough? Why and how is a service provided? Do we still need it? Can it be delivered differently?

Compare

Monitor outcomes of the students and financial performance and compare

How does the academy's pupil performance and financial performance compare with all schools? How does it compare with LA schools and academies?

Consult

Consult appropriate stakeholders before major decisions are made.

How does the academy seek the views of stakeholders (Internal and External) about the services the academy provides?

Compete

Promote fair competition through quotations and tenders.

How does the school secure efficient and effective services? Are services of appropriate quality, economic?

The Governors' Approach

The Governors and academy staff will apply the principles of best value when making decisions about the:

- Allocation of resources to best promote the aims and values of the academy.
- Targeting of resources to best improve standards and the quality of provision.
- Use of resources to best support the various educational needs of all pupils.

The Governors and academy staff, will:

- Make comparisons with other/similar schools and academies using data provided by the LA and the Government, e.g. RAISE, quality of teaching & learning, levels of expenditure.
- Challenge proposals, examining them for effectiveness, efficiency, and cost, e.g. setting of annual pupil achievement targets.
- Require suppliers to compete on grounds of cost, quality and suitability of service, product and backup, e.g. provision of computer suite, redecoration
- Consult individuals and organisations on quality and/or suitability of service we provide to parents and pupils, and services we receive from providers
- This will apply in particular to:
 - Staffing
 - Use of premises and resources
 - Quality of teaching and learning
 - Purchasing
 - Student's welfare
 - Health and safety.

Governors and academy staff will:

- Not waste time and resources on investigating minor areas where few improvements can be achieved.
- Not waste time and resources to make minor savings in costs.
- Not waste time and resources by seeking tenders for minor supplies and services.

The pursuit of minor improvements or savings is not cost effective if the administration involves substantial time or costs. Time wasted on minor improvements or savings can also distract management from more important or valuable areas.

Governors and academy staff will:

- Staffing - deploy staff to provide best value in terms of quality of teaching, quality of learning, adult-pupil ratio and curriculum management.
- Use of Premises - consider the allocation and use of teaching areas, support areas and communal areas; to provide the best environment for teaching & learning, for support services, and for communal access to central resources, e.g. the library.
- Use of Resources - deploy equipment, materials and services to provide pupils and staff with resources which support quality of teaching and quality of learning.
- Teaching - review the quality of curriculum provision and quality of teaching, to provide parents and pupils with a curriculum which meets the requirements of the National Curriculum, and the needs of pupils; and which builds on previous learning and has high expectations of achievement.
- Learning - review the quality of pupils' learning, by cohort, class and group, to provide teaching which enables children to achieve nationally expected progress.
- Purchasing - develop procedures for assessing need, and obtaining goods and services which provide "best value" in terms of suitability, efficiency, time, and cost. Measures already in place include:
 - competitive tendering procedures (e.g. for goods and services above £50,000)
 - procedures for accepting "best value" quotes, which are not necessarily the cheapest (e.g. suitability for purpose and quality of workmanship). Between £10001-£49999.
 - procedures which minimise office time by the purchase of goods or services under £10,000 direct from known, reliable suppliers (e.g. stationery, small equipment).
- Staff and Pupils' Welfare - review the quality of the academy environment and the academy ethos, in order to provide a supportive environment conducive to learning and recreation.
- Health & Safety - review the quality of the academy environment and equipment, carrying out risk assessments where appropriate, in order to provide a safe working environment for pupils, staff and visitors.

Monitoring

These areas will be monitored for best value by:

1. In-house monitoring by the Senior Leaders and Leaders of Learning Area, e.g. learning walks, health and safety learning walks, classroom observations, marking reviews, classroom practice, work sampling.
2. Termly target setting meetings between the Headteacher, Deputy Headteacher and Subject Leader
3. Annual Performance Management.
4. Annual Budget Planning.
5. Bursar monthly financial review (checked by Headteacher) and monthly reports to Finance and Premises Governors and Senior Leadership team.
6. Regular meetings to review and monitor the budget and reports to the Finance and Premises Committee.
7. Monthly internal monitoring of key areas by the Bursar, including payroll, checked by the Headteacher
8. Analysis of school pupil performance data
9. Benchmark data for all schools, LA schools and similar schools.
10. Analysis of DFE pupil performance data, e.g. RAISE
11. Ofsted Inspection reports.
12. Governors': termly committee meetings,
full termly meetings
Annual Budget Setting and Accounts Approval
Annual Target Setting Meeting
Annual Development Plan and Self Evaluation Form Approval

The Governing Body will:

- Agree annually the school development plan performance and set targets for improving pupil achievement.
- Review the "Best Value" statement annually and discuss how "Best Value" principles are applied within the academy.
- Obtain tenders and a consultant's advice on any large scale refurbishment of the premises.
- Obtain assessment management surveys.
- Maintain a complete asset register.

This Best Value Statement was discussed in respect of Hedingham School and Sixth Form has been discussed and agreed by the Governing Body on 26th November 2014.

Name: Mr John Panayi
Academy Trust Accounting Officer

Date: 27 Nov 2014