

Best Value Policy

Date adopted by the Governing Body – 18th May 2016

Introduction

1. The Governing Body of Westminster C E Primary Academy are fully committed to supporting and applying Best Value Principles and Approaches in their drive for continuous improvement of both the quality and cost of the provision of education at Westminster
2. This will lead to continuous improvement in the Academy's achievements and services.

What is best value?

3. Governors will apply the four principles of best value:
 - **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? What do parents want?
 - **Compare** – how does the Academy's student performance and financial performance compare with all academies? How does it compare with similar academies?
 - **Consult** – how does the Academy seek the views of stakeholders about the services the Academy provides?
 - **Compete** – how does the Academy secure efficient and effective services? Are services of appropriate quality, economic value?

The governors' approach

4. The governors and managers 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.
 - The targeting of resources to best improve standards and the quality of provision.
 - The use of resources to best support the various educational needs of all students.
5. The governors and managers will:
 - Make comparisons with other/similar academies using data provided by the local authority (LA) and the DFE, for example, quality of teaching and learning, levels of expenditure.
 - Challenge proposals, examining them for effectiveness, efficiency and cost; for example, setting of annual student achievement targets.
 - Require suppliers to compete on grounds of cost, and quality/suitability/ products/backup; for example, provision of computer suite, redecoration.
 - Consult individuals and organisations on quality/suitability of services we provide to parents and students, and services we receive from providers; for example, Ofsted, maintenance consultants, energy suppliers.
 - This will apply in particular to staffing, use of premises and resources, quality of teaching and learning, purchasing, students' welfare and health and safety.

6. The governors and managers will not waste time and resources:
 - On investigating minor areas where few improvements can be achieved
 - To make minor savings in cost
 - By seeking tenders for minor supplies and services
7. The pursuit of minor improvements or savings is not cost effective if administration involves substantial time or costs. Time wasted on minor improvements or savings can also distract management from more important or valuable areas.

Staffing

8. Governors and managers will deploy staff to provide best value in terms of quality of teaching, quality of learning, adult-student ratio and curriculum management.

Use of premises

9. Governors and managers will consider the allocation and use of teaching areas, support areas and communal areas, to provide the best environment for teaching and learning, for support services, and for communal access to central resources; for example the library.

Use of resources

10. Governors and managers will deploy equipment, materials and services to provide students and staff with resources which support quality of teaching and quality of learning.

Teaching

11. Governors and managers will review the quality of curriculum provision and quality of teaching, to provide parents and students with:
 - A curriculum which meets the national requirements and the needs of students.
 - Teaching which builds on previous learning and has high expectations of students' achievement.

Learning

12. Governors and managers will review the quality of students' learning, by cohort, class and group, to provide teaching which enables students to achieve nationally expected progress; for example, setting of annual student achievement targets.

Purchasing

13. Governors and managers will 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:
- Tendering procedures (for goods and services above £4,000)
 - Procedures for accepting 'best value' quotes, which are not necessarily the cheapest; for example, suitability for purpose and quality of workmanship
 - Procurement of goods and services will be in line with the Academy's Procurement Policy

Student welfare

14. Governors and managers will review the quality of the Academy's environment and its ethos, in order to provide a supportive environment conducive to learning and recreation.

Health and safety

15. Governors and managers will review the quality of the Academy's environment and equipment, carrying out risk assessments where appropriate, in order to provide a safe working environment for pupils, staff and visitors.

Monitoring

16. These areas will be monitored for best value by:
- In-house monitoring by the Headteacher and SLT; for example, classroom practice, work sampling
 - Annual target setting meetings between the Headteacher and members of the SLT
 - Annual performance management
 - Annual review of the Academy development plan and related budget planning
 - Regular financial review and monitoring
 - Internal Compliance reports and reports from the external auditor
 - Analysis of student performance data
 - Analysis of DFE pupil performance data
 - Ofsted inspection reports
 - Classroom observations
 - Governors committee meetings each term
 - Full governor meetings each term
 - Annual KSI & KS2 target setting approved by governors
 - Regular self-evaluation
17. The governing body will:
- Review the Academy development plan at each summer term meeting
 - Review 'best value' at each autumn term meeting of the business committee by scrutinising the Value for Money Statement
 - Review their 'best value' policy at each summer term meeting

- Consider 'best value' when arranging internal and external redecoration and other contracts
- Obtain tenders and a consultant's advice on any large scale refurbishment of the premises or other large contracts

We recognise that it is not always cost-effective or practical to value costs and benefits in money terms and non-monetary costs and benefits must be taken into account. We will therefore consider the following:

- Environmental
- Social
- Health
- Political
- Legal