



Annual Governance Statement

Autumn 2024

1 THE BOARD OF GOVERNORS SEPTEMBER 2023 – AUGUST 2024

Name	Category of Governor	Date of end of tenure	Assigned Role	
Mrs Claire Adams	Staff	28.01.25	Unassigned	
Mrs Charlotte Allen	Parent	18.10.25	SEND Link Pupil Premium Link	
Mrs Caroline Bamford	Parent	18.10.25	HRE Link SSIP Link: Quality of Teaching (Geography, History, RE)	
Mrs Brenda Crowe	Co-opted	08.09.25	Wellbeing Link English Link SSIP Link: EY Provision	
Mr Ricky Davies	Co-opted	29.01.27	Behaviour Link SSIP Link: Quality of Teaching (Art, Music, Computing)	
Mrs Louise Gray	Co-opted	08.09.25	Finance Link Sport Premium Link SSIP Link: : Quality of Teaching (Science, PE)	Co-chair 2
Mrs Nicola Milburn	Co-opted	08.09.25	Personnel Link Safeguarding Link Website SSIP Link: Monitoring	Co-chair 1
Ms Rae Molyneux	Staff	29.01.28	Unassigned	
Mr Simon Perkins	Co-opted	08.09.25	Health & Safety Link Maths Link	

Ms Ashley Price	Co-opted	29.01.28	Unassigned	Vice Chair
Mr V Thapar	Headteacher	Ongoing	Headteacher	
Ms Laura Wilkes	Co-opted	20.05.28	Policy Link GDPR Link Governor	
<i>Vacancy</i>	1x Co-Opted			
<i>Vacancy</i>	1x LA			

The Board of Governors maintains a skills matrix which demonstrates the diverse skills held by the Board of Governors. This document informs any appointments to ensure the Board of Governors maintain the skills required to be effective

2 CLERK TO GOVERNORS

Ms Heather Rowland, heather.rowland@edsential.co.uk

3 MEETING STRUCTURE - SEPT 2023 – SEPT 2024

The decision was made a number of years ago in 2021 to move from an overall committee structure to 6 FGB a year AND Governor Link Meetings attached to the key priorities established within the Strategic School Improvement Plan (see SSIP Links above) SSIP Key Priority Link Meetings were held by governors with a link member of teaching staff. Link Governors then report into the FGB on a termly basis. Feedback from link staff continues to be very positive, feeling they have allowed Governors to have a much better understanding and insight into improvements and changes being made in school, thus helping us to carry out our strategic monitoring more effectively.

In addition, committees remain for Head Teacher Appraisal, and governors still have specific roles as stated above, who again report into the FGB e.g. SEN, safeguarding and child protection, Health and Safety, Sports Premium, Pupil Premium, finance and personnel. Governors receive specific training to be able to carry out their functions effectively.

The Full Board of Governors meets half termly, resulting in 6 taking place annually. Key Priority and Link meetings tend to be termly but may be also half termly, depending on need. The Co-chairs meet with the Head teacher, or Head and Assistant Head teacher usually once every 2 weeks, either face to face or occasionally online.

Finance Liaison with Local authority	Headteacher's Appraisal Committee
Louise Gray (Chair)	Chairs, Vice Chair + ANO
Viney Thapar (Headteacher)	Nicola Milburn
Bursar	Louise Gray
	Simon Perkins
	Susan Walters - External Advisor (SIP)

Appeal's Panel
When required. Minimum of three Governors subject to impartiality and availability.

Governors attend school events such as: performances, sporting events, church services, coffee mornings, parent evenings, open mornings or to see the children learning in school.

4 ATTENDANCE SEPT 2023– SEPT 2024

Governor	Number of board meetings attended this year (6 per year)	Number of link meetings attended this year	Number of visits to school this year – including in-house training, meetings (Head, staff, parents), school events, trips, assemblies and class visits
Mrs C Adams	2 of 2 (100%)	2	
Mrs C Allen	5 of 6 (84%)	6	9
Mrs C Bamford	6 of 6 (100%)	3	6
Mrs B Crowe	5 of 6 (84%)	3	5
Mr R Davies	1 of 6 (17%)		
Mrs L Gray	5 of 6 (84%)	1	15 HT/Cochairs mtgs

			<p>5 External Governance Review meetings</p> <p>2 meetings with Ofsted Inspectors</p> <p>1 Sport premium Link Meetings</p> <p>2 Academisation Meetings</p> <p>3 Working Party Mtgs - Strategy, funding opportunities, induction & training</p> <p>1 Pay Panel, HTPR</p> <p>2 SIP meetings</p> <p>1 CWAC HR mtg</p> <p>4 Finance meeting with LA</p> <p>8 Governor Appraisal Mtgs</p> <p>2 Governor recruitment meetings</p> <p>6 Staff Room visits</p> <p>1 mtg with Pre-school staff</p>
Mrs N Milburn	6 of 6 (100%)	8 of 9	<p>15 HT/Cochairs mtgs</p> <p>5 External Governance Review meetings</p> <p>2 meetings with Ofsted Inspectors</p> <p>5 DSL Meetings</p> <p>3 Academisation Meetings</p> <p>3 Working Party Mtgs - Strategy, funding opportunities, induction & training</p> <p>1 Pay Panel, HTPR</p> <p>2 SIP meetings</p> <p>1 CWAC HR mtg</p> <p>2 Recruitment Interview</p> <p>2 Finance meeting</p> <p>8 Governor Appraisal Mtgs</p> <p>2 Governor recruitment meetings</p> <p>6 Staff Room visits</p> <p>1 School Play</p> <p>2 mtgs with Pre-school staff</p>
Ms R Molyneux	3 of 3 (100%)	2	2
Mr S Perkins	2 of 6 (33%)	2	2
Mrs A Price	4 of 4 (100%)	N/A	4
Mr V Thapar	6 of 6 (100%)	N/A	N/A
Ms L Wilkes	2 of 2 (100%)	N/A	4

5 TRAINING UNDERTAKEN BY GOVERNORS SEPT 2023 – SEPT 2024

During the academic year Governors have attended training sessions run by Edsential, through NGA, The Key and in-house. Training sessions are held on-line and in person. When considering the skills and training Governors require, particular attention is given to three core strategic functions of the Board of Governors:

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

6 CHAIR'S STATEMENT / STATEMENT FROM THE BOARD

This year has been a particularly busy year for the Board of Governors, as we had just committed to undergoing a voluntary External Governance Review facilitated by Shaping Governance, which we had just got underway in October when we were surprised by an early Ofsted Inspection on 7th -8th November 2023, the judgement from which was GOOD. In part as a result of both the External Review and the Ofsted Report, we formulated an Action Plan from which we have been working on the following:

- carrying out a skills audit from which we have revisited the allocation of roles
- starting to develop a long-term strategic plan, refreshing the vision and future direction of the school
- improving communication with parents, through the reinstatement of this report and through termly newsletters to parents
- inducting and training of three newly recruited governors, through the production of a new Induction Pack, and the drawing up of a training plan directed at ALL governors
- setting up and carrying out of an annual Governor Appraisal by the co-chairs in part to help with the most efficient and effective allocating of SSIP link roles for 2024-25
- the formulating of a succession plan, which included the electing of a Vice Chair

Alongside driving forward with the Action Plan to improve our Governance, we continue to support the work of the school. We have worked together in our strategic role:

- to further embed the new school structure devised with amalgamation
- to support staffing roles - continuing with bi-weekly meetings between Co-chairs and the Senior Leadership Team, through being part of interview panels for recruiting

- OVERALL STRATEGIC MANAGEMENT OF THE SLT – APPOINTMENT OF ASSISTANT HEAD, SIP AND ASIA ENGAGEMENT
- STAFF WELLBEING SURVEY AND INFORMAL & FORMAL ENGAGEMENT WITH STAFF AND PARENTS
- FINANCIAL MANAGEMENT - SFVS
- SCHOOL DEVELOPMENT PLAN AND REORGANISING GOVERNOR LINKS TO SUPPORT KEY PRIORITIES
- APPROVAL OF POLICIES AND OVERSIGHT WEBSITE COMPLIANCE FOR GOVERNANCE

By carrying out our strategic monitoring role, the Board are enabling the senior leadership team to focus on the day to day running of the school.

We have access to an independent training and clerking service provided by Edsential, who provide administrative support to our meetings and are available for advice if needed, providing newsletters and training to help us to remain well informed. Most of us attend at least two or three training sessions each year.

We continue to review policies and procedures to ensure that these are fit for purpose and meet not only our legal responsibilities but also our vision and aims for the school and our pupils. The children and staff remain at the forefront of our decisions as we endeavour to provide the best educational environment for them.

We continue to closely monitor the school budget to ensure the school can cope with reduced funding and rising costs. The school continues to carry a deficit budget which was incurred due to redundancies made through amalgamation of the two schools. Governors continue to closely monitor the budget with HT, Bursar and Local Authority to ensure in year budget commitments are adhered to. This is a constant challenge, but we strive to ensure that staffing levels and resources have not suffered as a result. This means that the children's learning and development will continue to be of the highest standard. We continue to be grateful to the PTA for the fantastic support they give the school in terms of fund raising, resources, time and commitment. It is reassuring too that our breakfast and after school clubs (onsite private provider) are so popular and provide a vital and comparatively inexpensive service to many families.

8 OTHER DOCUMENTS

Other document available from the Governor's section of the school website:

- The Board of Governors Code of Conduct
- The Board of Governors profiles
- Register of Business and Pecuniary Interests
- Governor Attendance
- Instrument of Governance