

# The Governance Statement

## Annual Governance Statement for the Governing Body of Astley Primary School July 2016

In accordance with the Government's requirement for all governing bodies, the three core strategic functions of Astley Primary School Governing Body are to:

- 1. Ensure clarity of vision, ethos and strategic direction;**
- 2. Hold the Headteacher to account for the educational performance of the school and its pupils;**
- 3. Oversee the financial performance of the school and making sure its money is well spent.**

### **Governance arrangements**

The Governing Body of Astley Primary School was re-constituted in 2014 and is now made up of 2 staff governors (including the Headteacher), 4 elected Parent Governors, 1 Local Authority Governor and 5 Co-opted governors. Co-opted governors are appointed by the Governing Body and are people who, in the opinion of the governing body, have the skills required to contribute to the effective governance and success of the school: on our Governing Body one of the Co-opted governors is a parent, and the remaining four are members of the local community, including a senior teacher at the local secondary school.

The full Governing Body meets 7 times a year. It operates on a one committee system where all major decisions are agreed by the Full Governing Body. However individual governors take on specific responsibilities and roles that cover both the statutory requirements and other areas that the governors have agreed should be monitored. These include finance, staffing, premises, inclusion, policies and curriculum. In addition governors belong to one of four working groups who together with staff monitor the development of the School's Improvement and Development Plan (SIDP). The working groups are: curriculum and raising standards, parents and the wider community and premises. We also have governors that meet if required to consider pupil discipline and staffing matters.

<p><b>Attendance record of governors</b></p>	<p>Governors have excellent attendance at meetings and we have never cancelled a meeting because it was not “quorate” (the number of governors needed to ensure that legal decisions can be made). See p4 for details of individual governors’ attendance at meetings.</p>
<p><b>The work that we have done on our committees and in the governing body</b></p>	<p>The Governing Body has continued to be actively involved in monitoring school improvement and the development of the school premises. The current building project will enable the school to accommodate up to 315 pupils. The Governing Board has spent a considerable amount of time discussing the school’s future way forward in respect of academy status. We have also received regular reports from Astley Acorns as we believe that this provision is important for the local and wider community. We have also received reports from all subject leads including Read, Write, Inc. and the International Primary Curriculum.</p> <p>Governors have also regularly discussed data giving the results of pupil achievement and progress, so that we can be sure that the school is on track to fulfil its targets for all pupils. We are also concerned about our “vulnerable groups” of children and focus on how the Pupil Premium Grant is being spent by the school and what impact this has on their achievement. A nominated governor is responsible for this area.</p> <p>A summary of the school’s results can be found on the website.</p> <p>The governor responsible for premises has regularly visited the school to discuss with the site manager any outstanding maintenance issues and to audit health and safety. Early in the summer term, the Governors approved the 2016/17 budget plan for the school: we are pleased to report that the school is in a very healthy position financially and can afford to run 8 classes in 2016/17. The budget is reviewed on a termly basis. Governors have a statutory responsibility for safeguarding and the nominated Governor who completes an annual audit and termly reports are presented by the Head teacher. Governors have also reviewed a number of school policies. Attendance was 96.16% at the end of the Summer Term 2016.</p> <p>Governors also approved a solar panel scheme that would provide the school with cheaper electricity. Staff appointments have been made throughout the year and as is characteristic of the school staff bring specialist skills but also work together well as a team.</p>

Minutes of Governing Body meetings are public documents – you can either find them on the Governors’ page of our website or you can ask at the school office if you would like to see any of the minutes of our meetings.

Individual Governor Responsibilities are as follows:

**GOVERNOR RESPONSIBILITY**

Responsibility	Governor(s)
Budget	G Pickhaver, G Hewitt, S Kennedy
Premises(including contract register and premises Development Plan)	C Trotman
Staffing & Appraisal	S Kennedy
Pupil & Sport Premium	A Hill
HT Performance (3)	G Pickhaver
Pay Panel (3-5)	A Hill, S Kennedy C Sexton, C Trotman,
SIDP	All
SEF	All
Safeguarding	G Hewitt
Health & Safety	C Trotman
DSEN/Looked after Children	C Sexton
Stakeholder Links	T. Potter
Targets	Chair/Vice Chair
Early Years	T Potter
Cluster	Chair, C Sexton
International Primary Curriculum	P Beale, C Sexton
ICT Refresh	S Kennedy
Children Families Act 2014	C Sexton
Governor Training	S Kennedy

**Future plans for the governors**

The new building project will begin in September 2016 and with an impending OFSTED visit the Governing Body with the Head Teacher and staff is committed to maintaining a ‘normal service’ throughout this period.

The Full Governing Body has set its own priorities for the academic year 2016/17 continuing to:

1. be aware of OFSTED guidance for governors and to

	<p>understand both roles and responsibilities of governors</p> <ol style="list-style-type: none"> <li>2. reaffirm SIDP working groups so that governors have a specialised working knowledge of specific SIDP targets</li> <li>3. develop regular governor school visits so that governors have a full working knowledge of all aspects of school life in situ</li> <li>4. regularly audit governor training needs and to ensure that specific areas e.g. finance, curriculum have governors with the appropriate training and skills.</li> </ol>
<p><b>How you can contact the governing body</b></p>	<p>We always welcome suggestions, feedback and ideas from parents – please contact the Chair of Governors, via the school office. You can see the full list of governors; their attendance at meetings; minutes of governing body meetings and more information about what we do, on the Governors’ page of the school website.</p>

## Astley Primary School Governing Body

<b>Governor</b>	<b>Category</b>	<b>Term of office expiry date</b>
Graham Pickhaver (Chair)	Co-Opted Governor	30/9/2018
Carol Sexton	LA Governor	22/3/2019
Paul Beale	Co-Opted Governor	13/07/19
Colin Trotman	Parent Governor	30/1/2018
Gary Hewitt	Co-Opted Governor	30/9/2018
Helen Pegg (Head Teacher)	Staff Governor	Ex officio
Adrian Hill	Co-Opted Governor	30/9/2018
Toni Potter	Co-Opted Governor	10/09/19
Scott Kennedy	Parent Governor	29/1/2018
Julie Coleman	Staff Governor	20/10/2017
Vacancy	Parent Governor	18/12/2018
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## Astley Primary School Governors' Attendance Record for 2015/16

<b>Governor</b>	<b>Full Governing Body</b>
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Graham Pickhaver	100%
Carol Sexton	85.70%
Paul Beale	85.70%
Colin Trotman	100%
Gary Hewitt	85.70%
Helen Pegg (Head Teacher)	100%
Adrian Hill	66.60%
Vacancy	
Scott Kennedy	71.40%
Toni Potter	66.60%

