

# **SEDBERGH PRIMARY SCHOOL ANNUAL GOVERNANCE STATEMENT**

JULY 2016

In accordance with the Government's requirement for all governing bodies, the core strategic functions of the Sedbergh Primary School governing body are:

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

## **Governance Arrangements**

The governing body of Sedbergh Primary School was re-constituted in 2015 and is now made up of 2 staff governors (including the head teacher), 4 elected parent governors, 1 Local Authority (LA) governor, 4 co-opted governors and 1 associate member with full voting rights. 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. The governing body is currently at full strength and we have a wealth of different skills and backgrounds. We have welcomed several members of the local community as co-opted and LA governors, including a current governor from Settlebeck School and the clerk to the Dent Primary School governing body.

The full governing body meets 6 times a year and we have 2 committees who meet regularly and then report back. We have a curriculum and staffing committee and a finance and resources committee both of which have full terms of reference. We also have a specific safeguarding governor and governors with responsibility for the most able students, health and safety and pupil premium. A pay panel consisting of chair of governors, chairs of both committees and the head teacher meet once a year following staff appraisal to agree on staff pay. There is a list of governors at the end of this document.

## **Attendance record of governors**

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).

## **What we have done this year**

The governing body has had a particularly busy year recruiting a new head teacher and focusing on school improvement.

The Chair and Vice chair of governors and regularly attend strategic Improvement meetings with the school's senior leadership team and LA advisors. Governors also attend staff meetings and have taken part, together with the staff, in creating the School Development Plan. We visit the school to meet with subject leaders, take part in learning walks and book scrutinies, watch assemblies and observe the school council in order to monitor progress towards targets on the School Development Plan.

The curriculum and staffing committee spend time discussing key data, giving the results of pupil achievement and progress, so that we can be sure that the school is on track to fulfil its ambitious 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 outcomes.

The finance and resources committee looks at the maintenance and development of the school premises, and makes decisions about how the school should use the budget. Mr Newbold is our health and safety governor and a full health and safety audit has been carried out this term, with a positive outcome. Governors are also particularly concerned about safeguarding and we have a nominated governor for

safeguarding (Mrs Atkins) who gives a termly report to the governors about any safeguarding matters. Early in the summer term, the finance and resources committee approved the 2016/17 budget plan for the school and we are pleased to report that the school is in a healthy position financially.

The governing body have just performed a full external review with help from the Local Authority. We recognized that much of our work this year has been to put in place secure governance procedures with the help of our new clerk, Karen Little.

One of the roles for the governors is reviewing and agreeing school policies, and this year we have considered a number of key policies, including Health and Safety, Staff grievance and Child Protection. The governors have all attended training relevant to their monitoring duties and the majority have completed training on RAISE Online, Safer Recruitment and the Channel General Awareness module with respect to the PREVENT Programme. The Chair and Vice chair have attended Local and Cumbrian Alliance System Leader conferences and have fostered links with other local primary schools' governing bodies. Minutes of governing body and committee 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.

### **Future plans for the governors**

Our new head teacher, Mr Matthew Towe, is starting in September. We look forward to working with Mr Towe and the staff in the next year to create a clear vision for our school ensuring that we provide the best possible educational experience for our children.

Although Mr Cayley has considerably improved the garden at the front of the school, we also have plans to redevelop the area at the back of the junior classrooms into an outdoor teaching area. We are now seeking funding to provide this exciting opportunity for the children.

### **How you can contact the governing body**

We always welcome suggestions, feedback and ideas from parents – please contact the chair of governors, Mrs Lawson, via the school office. Governors also attend parents' evenings where we would be happy to chat with you.

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.

### **Sedbergh Primary School Governing Body**

#### **Governor**

Mr Peter Hicks  
Mrs Sophie Lawson  
Mrs Nicola Jermy  
Mr Andy Newbold  
Mrs Anna Atkins  
Mrs Tracy Houlden  
Mrs Sarah Holton  
Mr Jonathan Taylor  
Mrs Helen Wilberforce  
Mr Ed Cullen  
Mr Steve Cayley  
Mrs Dorothy Vernon  
Karen Little

#### **Category**

Head teacher  
Chair of Governors, Parent  
Chair of C&S, Co opted  
Chair of F&R, Parent  
Safeguarding, Co opted  
Co opted  
Parent  
Parent  
LA  
Co opted  
Staff  
Associate Member  
Clerk to Governors