



# Annual Governance Statement for the Governing Body of Aberford Church of England Primary School

September 2023

**Chair of Governors: Emma Johnson**

**Vice Chair: Kat Knox-Renshaw /Rowena Summers**

## 1. Overview

The governing body conducts its business to take account of the three roles of the governing bodies as outlined in the Governors' Handbook:

1. Ensuring clarity of vision, ethos and strategic direction;
2. Holding the Headteacher to account for the educational performance of the school and it's pupils;
3. Overseeing the financial performance of the school and making sure its money is well spent.

The day-to-day management of the school is the responsibility of the Head teacher.

The governing body also ensures that the school complies fully with statutory safeguarding procedures. All staff have confirmed they have read and understood Part 1 of the DfE statutory guidance "Keeping Children Safe in Education". The governing body has familiarised itself with the document and work with the safeguarding lead in school to complete the annual safeguarding audit.

## 2. The composition of the governing body

The composition of the governing body is:

- Headteacher
- 1 x Local Authority (LA) governor, recommended by the LA and approved by the governing body
- 2 parent governors, formally elected through a ballot of parents unless the election is uncontested
- 5 co-opted governors, nominated and appointed by the governing body
- 1 staff governor, formally elected by staff employed at school
- 2 foundation governors, appointed by the foundation (Diocese of York)

There are currently no vacancies on the governing body. Current and recent (in the last 12 months) governors and business/other interests declared are provided in the table below. Governors and associate members, if appointed, are reminded that they should declare any changes as and when they occur.



Name of governor	Category of governor and committees served	Date appointed and term of office	Relevant business/personal interests	Any other educational establishments governed	Relationships with the school staff including spouses, partners and relatives
Emma Johnson	Temporary Ex-Oficio Foundation Governor	Sept 2016	None	None	None
Richard Cressall	Co-Opted	March 2023	Solicitor at University of Leeds	None	None
Jenny Eastwood	Parent	Dec 2016		None	None
VACANCY	Foundation Governor				
Rowena Summers	Co-opted	Nov 2018		None	None
Michelle Hilton	Co-opted	July 2018	Music Teacher St Mary's CE School, Boston Spa  Peripatetic music Teacher	None	None
Kat Knox-Renshaw	Co-opted	June 2020	Teacher – Allerton Grange Academy	None	None
Karen Glynn	Co-Opted	Jan 2022		None	None
Jo Warner	Teacher/Staff	Sept 2016		None	None
Nicola Crossley	Head Teacher	June 2020		None	None

### 3. Meetings of the governing body and attendance

The full governing body meets 4 times a year; all meetings are clerked by a trained professional clerk. There are also 3 governing body committees which meet 3 times a year and which have delegated authority to make decisions on behalf of the governing body.

The governing body operates with the following committees:

- **Resources committee** - responsible for staffing, performance management, equality and diversity, finance, property management, health and safety and nutritional standards. **Committee chair: Karen Glynn**



- **Teaching, learning and pupil support committee** - responsible for teaching and learning matters including target setting, standards and achievement, SEN (including reporting annually on the success of the SEN policy), monitoring teaching and learning and curriculum provision and ensuring that the governing body is represented at school improvement discussions. Also responsible for behaviour, safeguarding, attendance, children, parent and staff voice, extra-curricular activities, cluster and other partnerships.  
**This Committee has been merged into the Full Governing Body Meeting to ensure all governors are involved with conversations and scrutiny of teaching and learning.**
- **Ethos committee** – responsible for the children’s spiritual, moral, social and cultural development, ensuring Christian values are taught and lived within school.  
**Committee chair: Emma Johnson**



Governors have good attendance at meetings overall, a flexible/hybrid model of meetings is supported to enable governors to attend via virtual platforms to aid attendance and support a more inclusive ethos.

Apologies for non-attendance are considered on an individual basis; governors are aware through the code of conduct that non-attendance, which includes apologies not being accepted, will result in the removal of a governor six months from the date of first non-attendance.

The following is an attendance record for individual governors at meetings of the full governing body and committees 2022 - 2023.

Committee	Nicola Crossley	Emma Johnson	Kat Knox-Renshaw	Rowena Summers	Karen Gkynn	Jo Warner	Jenny Eastwood	Mike Oakes	Michelle Hilton	Richard Cressall	Phillip Grayson
<b>Autumn Term</b>											
FGB	√	√	√	√	√	√	√	√	√		√
Ethos	√	√							APOLS		√
Resources	√	√		√	√			√			
FGB	√	√	√	APOLS	√	√	√	√	√		√
<b>Spring Term</b>											
Ethos	√			√					√		APOLS
Resources	√	√		√	√			√			
FGB	√	√	√	√	√	√	√	√	√	√	APOLS
<b>Summer Term</b>											
Ethos											
Resources	√	√		√	√			√			
FGB											
<b>Total Number of Meetings</b>	8	8	3	7	6	3	3	6	5	1	5
<b>Meetings attended</b>	8	8	3	6	6	3	3	6	4	1	3
<b>Percentage attended</b>	100	100	100	86	100	100	100	100	80	100	60

NB – Summer FGB cancelled due to lack of quoracy  
 Summer ETHOS cancelled due to lack of quoracy

#### 4. The remit of the governing body and its committees

The senior leadership team complete an annual self-evaluation of the school in taking into account SATs results, the school's internal monitoring of pupil progress and attainment, changes to the assessment of pupils and the curriculum and the most recent Ofsted report. The self-evaluation then informs our school improvement plan which has prioritised the following areas:

##### **PRIORITY ONE**

**Phonics** – Little Wandle Scheme: Delivering the phonics scheme with fidelity, including interventions

##### **PRIORITY TWO**

**Foundation Stage** - Develop and implement the curriculum for reception and nursery

##### **PRIORITY THREE**

**Writing** - Continue to develop the curriculum to ensure writing skills are well developed in FS and KS1 so that children meet KS 2 on track.  
Track children in KS2 carefully so that any who are not on track are targeted and caught up rapidly

##### **PRIORITY FOUR**

**Subject Leadership** - Develop subject leadership so that leaders at all levels are fully aware of the actions needed to improve their subjects and have a clear and timely plan in place to implement any actions autonomously.

## 5. The effectiveness and impact of the governing body 2023/24

The Governing Body plan to complete a skills review during the year 2023/24

An informal internal review of governance undertaken by the Chair of Governors followed the following structure:

### Key Area 1: Do we have the right skills on the governing body?

Action identified

- Undertake a skills audit to provide an accurate picture of governor strengths and knowledge gaps
- Ensure online safeguarding training is undertaken for all governors then refresh this every three years
- On an ongoing basis all governors to have an understanding of external data available for scrutiny through external support – ongoing through head teachers reports and discussion at Full Governing Body
- Ensure all new governors have attended induction training

### Key Area 2: Are we as effective as we could be?

- All link governors to understand their roles fully and visit school to monitor areas
  - Group monitoring with school improvement advisor to strengthen learning opportunities for governors
- Ensure an updated induction system in place which provides support for new governors to facilitate their induction and participation in Governing Body business

### Key Area 3: Are we fulfilling our statutory responsibilities?

- Ensure website is compliant
- Undertake regular audit of website and completion of actions

### Key Area 4: Do we have a clear vision for the school?

- Governors to understand vision for the school
- Ensure governors explore the future strategic vision for the school
  - Revisit academisation agenda
  - Previous exploration of academy options was in 2017
  - Consider options for strengthening and ensuring satisfactory numbers of role
  - Consider options for strengthening future financial sustainability

### Key Area 5: Are we having an impact on outcomes for pupils?



- All governors to have a good understanding of progress of pupils and how this links to actions in the school development plan
  - Teaching, Learning and Pupil support discussed and considered at every full governing body meeting by all governors

Key Area 6: Do we hold school leaders to account?

- Performance management of head teacher to be undertaken annually using expertise of school improvement advisor and 2 governors (including Chair)

Key Area 7: Are we properly engaged with our school community, the wider school section and the wider world?

- Increase parental involvement and feedback
- Develop stronger links with Church and local community

Key Area 8: Does the Chair show strong and effective leadership?

- Chair in post since 2018
- Provide opportunities for governors to feedback on performance of Chair

**Emma Johnson**  
**Chair of Governing Body**  
**September 2023**