



Baines' Endowed

Church of England Primary Academy & Children's Centre

A member of **CIDARI**

**Annual Governance Statement for the Governing Body of Baines' Endowed Primary School & Children's Centre, A Church of England Academy
part of Cidari Education Ltd., Multi-Academy Trust for Blackburn Diocese
September 2018**

In accordance with the Government's requirement for all governing bodies, the core strategic functions of Baines' Endowed CE Primary School & Children's Centre Local Governing Committee are:

1. Ensuring clarity of vision, ethos and strategic direction;
2. Ensure that the school runs effectively and provides the best possible education for its pupils;
3. Holding the headteacher to account for the educational performance of the school and its pupils;
4. Representing the employer of the school having delegated responsibility for recruitment, pay progression and staff performance;
5. Overseeing the financial performance of the school and making sure its money is well spent and that the buildings are maintained in a safe manner.

These responsibilities are shared with the Board of Directors of Cidari Education Ltd.

Governance arrangements

The Governing Body is made up of 14 Governors; 8 Foundation, (including 2 Trustees), 1 Headteacher, 1 Co-Opted, 2 Parent and 2 Staff Governors. See page 4 for a list of Governors.

The full Governing Body meets once each term, and we also have Resources and Standards' committees to consider different aspects of the school in detail, which meet termly. We also have committees that meet if required to consider admissions, pupil discipline and staffing matters.

We also have an Advisory Board who ensure plans are in place to meet the needs of the local community through the work of the Children's Centre. Members of the Local Governing Committee sit on this committee.

Attendance record of governors

Governors have good 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). For additional information see the website.

The work that we have done on our committees and in the governing body

The Local Governing Committee has had another busy year, as always focusing on school development and improvement, but also supporting a new headteacher and Senior Leadership team through their first Ofsted (January/February 2018), in which the school returned to 'Good'. During the academic year 2017-2018, the Governing Committee ensured that the focus has remained on the key areas highlighted in the School Development Plan. Governors discuss key information on resources and standards in school, including data on pupil attainment and progress, so that we can be sure that the school is on track to fulfil its ambitious targets for all pupils. We remain concerned about our "vulnerable groups" of children and there is a continued focus on how the Pupil Premium Grant is being spent by the school and what impact this has on their outcomes. Mr. Greenhalgh is our Nominated Governor for Pupil Premium.

Governors have Nominated Governor for Safeguarding, Ms Brown, who visits school and children's centre regularly and gives a termly report to the governors



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about any safeguarding matters.

The Standards Committee (chaired by Sue Brown) have continued to monitor the effectiveness of standards, teaching, curriculum and the wellbeing of pupils. Towards the end of 2017-2018, the governors supported school with the introduction of a new curriculum to support raising standards in writing across the curriculum, which is a target set by Ofsted, following our inspection in February 2018. They have also supported the school in embedding the new Target Tracker assessment procedures introduced in September 2017. They regularly invite subject leaders to their meetings so they can look in more depth at specific areas of focus. They also benchmark our data against targets, previous years and nationally to ensure standards and expectations are high and are able to be closely scrutinised.

The Resources Committee (chaired by Kath Montgomery) continue to ensure correct balances of staffing levels are maintained and that relevant professional development is taking place. They look at staffing across the whole site and are involved in appointment and performance review processes.

The Resources Committee also meet to discuss Buildings and Finance. Regarding buildings, the committee ensures that there is a focus on the maintenance and potential development of the school and children's centre premises. Recent work has included work on the outdoor areas in the Children's Centre and redecoration and re-carpeting of Reception and Year 1 classrooms. This year the focus will be on repairing the flat roofs and guttering around pitched roofs. Mrs. Cooke, School Business Manager, has responsibility for Health and Safety and conducts termly checks of the premises with the Site Manager and Mrs. Rusling, Headteacher, in attendance.

Regarding finance, the Resources Committee ensures that the budget is managed effectively and improvements are continuous. The Governors bring a wide variety of expertise to the school and this helps to ensure that both school and children's centre maintain a strong financial position. Early in the summer term, the Finance Committee approved the 2018/19 budget plan for the school, centre and nursery: we are pleased to report that we remain in a healthy position financially. The final analysis for last year, show that school made a significant saving, due to natural movement of some staff roles: the KS2 SENDCo became the Assistant Headteacher and the KS1 SENDCo took over the KS2 SENDCo workload.

One of the roles our governors undertake is to agree and monitor our development plan. Priorities are identified from an analysis of data which highlights areas to improve across school, nursery and children's centre. Governors are involved in reviewing and agreeing school policies, many of these are made available on the school website. We discussed and approved the school's pupil admission number for 2018 along with the school's holiday pattern up to 2019-2020. The Governors recognise the need to consider the impact this has on parents, particularly those with children attending other local schools to ensure it does not increase the need for our pupils to take time out of school during the term.



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	<p>Minutes of Governing Body and Committee meetings are public documents, if you would like to see any of the minutes of our meetings please contact the Headteacher, Mrs. Rusling.</p>
Future plans for the governors	<p>The main focus for the Governing Body, alongside Cidari Multi Academy Trust, will be to support the school's ongoing journey to maintaining a "Good" Ofsted grading and eventually achieving an "Outstanding" one (should this remain as a grade descriptor, once the 2019 Ofsted framework is implemented in September 2019).</p> <p>We will also continue to monitor the curriculum and review ongoing assessment data. Governors will continue to visit the school regularly and report back to committees on the progress made.</p> <p>Plans to develop the school building and site further will receive our ongoing attention. Governors face ever challenging budgets and so plans to make efficiencies will remain a key focus.</p>
How you can contact the governing body	<p>We always welcome suggestions, feedback and ideas from parents – please contact the School Business Manager, Mrs Cooke, 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>



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Local Governing Committee Members 2017-18

Governor	Category	Membership start	Start of Current Office	End of Current Office
Mrs. Adele Langford (Chair of Governors)	Foundation Governor	10/10/2005	10/10/2013	09/10/2017
Ms. Susan Brown (Vice Chair, Safeguarding)	Foundation Governor	24/01/2002	01/09/2015	31/08/2019
Mrs. Diane Emery (RE/worship)	Foundation Governor	25/10/2003	01/06/2015	31/05/2019
Vacant - Vicar of St. Paul's	Foundation Governor			
Miss Jacqueline Cookson (English)	Foundation Governor (Trustee)	01/09/2016	01/09/2016	31/08/2020
Mrs. Kathleen Montgomery	Foundation Governor (Trustee)	18/12/1999	01/11/2015	31/10/2019
Mrs. Christina Devine (RE/worship)	Foundation Governor	04/02/2016	04/02/2016	03/02/2020
Mrs. Anne Clark (Maths)	Co-opted Governor	25/10/1998	01/11/2015	31/10/2019
Mr. Jonathan Greenhalgh (Pupil Premium)	Parent Governor	20/10/2017	20/10/2017	19/10/2021
Mrs. Lindsey Taylor (Special Needs Governor)	Parent Governor	20/10/2017	20/10/2017	19/10/2021
Mrs. Sally-Anne Watkins	Staff Governor	18/03/2016	18/03/2016	17/03/2020
Mr. Huw Rose	Staff Governor	14/03/2014	14/03/2014	13/03/2018
Mrs Debi Rusling (ex officio)	Headteacher	01/09/2017	01/09/2017	31/09/2018

Resigned/End of Term of Office

Mrs. Louise Noteboom (PE and SEN)	Parent Governor	21/10/2013	21/10/2013	20/10/2017
Mr. Brian Waldie (Pupil Premium and Equalities)	Parent Governor	21/10/2013	21/10/2013	20/10/2017
Mr. Stephen Whitworth (Health & Safety)	Foundation Governor	25/10/1998	01/06/2014	31/05/2018



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Committee Members 2017-18

Standards Committee

Mrs A Langford (Chair of Committee)

Mrs D Rusling

Ms S Brown

Miss J Cookson

Mrs C Devine

Mr G Greenhalgh

Mrs K Montgomery

Mr H Rose

Mrs A Knowles (In Attendance)

Mr C Walton (In Attendance)

Resources Committee

Mrs A Langford (Chair of Committee)

Mrs D Rusling

Ms S Brown

Mrs A Clark

Mrs D Emery

Mrs K Montgomery

Mr L Taylor

Mrs S Watkins

Miss N Sawyer (In Attendance)