

Annual Governance Statement for the Governing Board of Brindle St. James' Church of England School School Year 2019-20

Role of the Governing Board

The role of the governing board in a local authority maintained school is set out in education law, namely to 'conduct the school with a view to promoting high standards of educational achievement'. The board also has a legal responsibility to promote pupil wellbeing. It does this by:

Setting Strategic Direction

- Ensuring clarity of vision and ethos
- Engaging with stakeholders
- Making sure statutory duties are met.

Creating Robust Accountability

- Accountability for teaching, achievement, behaviour and safety
- Strengthening and supporting school leadership
- Performance managing the Headteacher
- Contributing to school self-evaluation.

Ensuring Financial Probity

- Making sure the school's money is well spent
- Monitoring the use of the Pupil Premium grant and other resources to overcome barriers to learning.

Governance Arrangements

The governing board for 2019/20 was made up as follows:

- Parent Governors: Mr J Atkinson, Mr A Lund
- Headteacher: Mrs A Mansfield
- Staff Governor: Mrs T Austin
- Local Authority Governor: Ms S Bryson
- Foundation: Mrs J Parr, Mr R Ironfield, Mrs S Lewis, Mrs M Mercer, Mrs T Taylor, Rev D Ward, Dr K A Whyte

The full Governing Board meets once per term and Governors also meet at least termly as committees to consider various aspects of the school in detail. Brindle St. James' Church of England School has the following committees that meet termly:

Resources (finance, staffing, premises, health & safety)]

Curriculum (Standards, welfare of children)

Governors also have link roles in relation to safeguarding, maths, English, RE, SEN, science and PE and visit school regularly to meet pupils and staff, in addition to monitoring specific aspects of the school.

There are also committees that meet, if required, to consider pupil discipline, staffing appeals and complaints.

A list of Governors, their terms of office and positions of responsibility is published on the school website.

Governors' Attendance Record

Governing boards make decisions collectively, though they may choose to delegate responsibility to committees, or individuals (including the Headteacher). Attending Governing Board meetings is an essential part of a governor's role and the attendance record for the governors of our school is good. This ensures that all governors receive the necessary information all at the same time and therefore important and informed decisions can be made as and when necessary on all aspects of the school, staff and pupils.

The attendance record for all governors is published on the school website.

Assessment and Impact of the Governing Board during 2019-20 School Year

Resources Committee

The Committee did not meet in the summer term due to the Covid-19 pandemic. Urgent and essential business was considered by the full board.

Financial Management

- *budget-setting and monitoring including use of specific grants such as Pupil Premium and Sports Premium grants*
- *detailed analysis of budget and spending patterns in conjunction with school administrator to promote balanced budget*
- *detailed consideration of possible ways of increasing income and/or decreasing expenditure to promote balanced budget*
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- *detailed consideration and amendment of staffing structure with reference to value for money, needs of school, budgetary constraints and preferred working patterns*
- *Meeting the Schools' Financial Value Standard – annual review although all aspects already met – additional requirements this year dealt with*
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Staff recruitment, performance and pay reviews

- *recruitment of class teacher to permanent role*
- *support of Assistant Head in role of Acting Head*
- *pay review of eligible staff*

- *detailed involvement in arrangements to cover sickness absence of Head and management of absence including liaison with LCC and Diocese*

Buildings and Health and Safety

- *Building developments/improvements – liaison with Diocese and consultants regarding completion of phase 2 drainage project and construction of steps to field*
- *Identification and implementation of other building priorities including improvement of class 1 outdoor area to meet requirements of curriculum*
- *Hands-on involvement of individual governors in work to improve building and garden areas*
- *Improvement of circulation and reception areas to provide pleasant environment that encourages learning, showcases achievement and presents a positive image for visitors*

Curriculum and Standards Committee

The committee did not meet in the summer term due to the Covid-19 pandemic. Urgent and essential business was considered by the full board.

- *Data analysis – attainment and pupil progress – detailed consideration at every meeting and exploration of reasons for patterns*
- *Analysis at every meeting of plans*
- *Monitoring the school curriculum and extra-curricular activities – approval of trips and of policies on curriculum areas in accordance with schedule*
- *Special Educational Needs provision*
- *Pupil attendance – consideration of data*
- *Pupil behaviour and safety – consideration of information*
- *Child protection and pupil welfare - reports at every meeting on Safeguarding*
- *Review of policies in accordance with schedule*
- *Support for Acting Head in relation to information required for governance function*
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- *Involvement in operation of specific school procedures*

Full Governing Board

Two meetings held by Zoom in summer term in place of usual one meeting

- *Governor visits to school to focus on school priorities and support for Acting Head. Since March regular contact via remote means*
- *School Improvement Plan – detailed consideration at each meeting with particular reference to identified priorities*
- *School Self-Evaluation – as above*
- *Governing Board development plan*
- *Governor training – some governor training undertaken but arrangement of bespoke events postponed due to absence of Head and Covid-19 Ensuring healthy and safe learning environment*

- Ensuring compliance with policies, procedures and requirements
- *Impact review – items identified at each meeting of committees and Board*
- *Enhancement of school website to make it more attractive and easier to use*
- *Proposals to take over responsibility for breakfast and after school clubs agreed*

Future Plans for Continuous Improvement

Work to resolve issues arising from absence of Head and seek to maintain stability and continuity in school.

Engage fully with DfE, LCC and Diocesan arrangements for Covid-19 pandemic to ensure optimum delivery of education to all pupils.

Continue to scrutinise data and information to assess overall success.

Build short-term and long-term budgetary plans that will promote continued high standards within balanced budget.

Agreed by the Governing Board on:

Signed by the Chair: