



ST. OSWALD'S
CATHOLIC PRIMARY SCHOOL

Chair's Report
To
Parents & Staff
(Autumn Term 2023-24)

Dr. A. J. Wilkinson

December 2023

ST. OSWALD'S CATHOLIC PRIMARY SCHOOL

Three Core Functions of Governance:

- 1. Ensure clarity of vision, ethos and strategic direction*
- 2. Hold executive leaders to account for educational performance and performance management of staff*
- 3. Oversee financial performance and ensure money is well spent*

The governing body encompasses a variety of work / life backgrounds and we are appointed as governors through various routes. As of 20 December 2023 we have eleven governors, and we meet regularly as a board in order to act as a critical friend in both supporting and challenging the teaching staff on any aspect of school life. In addition to the reports we receive from the teaching staff, we are always very happy to hear about the experiences of parents and pupils, and can be contacted via the school office. In order to help us to be effective as governors, we ensure our meetings centre around the three key areas of governance listed above.

This term we have had three meetings of the governing body as detailed below. It should be noted that there are always overarching themes of scrutinising the finances and curriculum, as well as discussing safeguarding at each meeting:-

- 20 September 2023 – this meeting was held virtually. Being the first meeting of the academic year, this meeting is largely based around setting the parameters and planning business for subsequent meetings.
- 8 November 2023 – this meeting was held face-to-face in school. The bulk of the meeting was spent discussing school finances, although other major areas of discussion included safeguarding and also an update from the PTA.
- 13 December 2023 – this meeting was held virtually. Particular themes included the school self evaluation form and improvement plan, as well as PE / Sports premium and SEND updates. There are a number of documents on the school website, accessible to all parents, which detail the strategy for spending in e.g. sports, pupil premium children etc, and these are updated on an annual basis.

All Governor meetings are supported by a Clerk from the Local Authority clerks service, and the meeting minutes are held in the school office.

In addition to the full governing body meetings listed above, additional work has been carried out by the governing body at the following meetings:-

- Headteacher performance management – this is an annual appraisal meeting with a committee of three governors, that ensures the headteacher has met the previous year’s objectives, and to set objectives for the year ahead.
- Pay committee – this is an annual meeting with a committee of three governors, that ensures oversight of pay progression for teaching staff.
- Risk management – this meeting involves looking at the school’s risk register, and rating any risks identified with appropriate actions as required.

There have also been a number of governor visits to school, and these are a vital way for governors to understand how policies are being implemented, including the school’s curriculum.

Governing Body Membership Changes

We were excited to run our parent governor election this term. We had two vacancies to fill and received nominations from four very strong candidates, for which we were very grateful. It is not easy to put your name forward, and I appreciate the courage of all four candidates for doing so, as this in itself is a great service to the school. As a result of the ballot the following governors were elected:-

- Mrs. Jamie Boyle (4 year term)
- Mrs. Lynne Cronin (4 year term)

On appointing new governors we carry out a number of legal checks and declarations, arrange induction and training, and allocate roles to ensure governance activity is cohesive across the board.

Final Thoughts

As always I would like to thank Mrs. Hassan and all of the staff at the school for their hard work and dedication, and all of our parents for their support. On behalf of the governing body, I wish everyone a very Happy Christmas and New Year.

Dr. A. J. Wilkinson