

Annual Governance Statement for the Governing Board of
St Pauls CE Primary School, Hoddlesden School
School Year 2018/2019



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:

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|---------------------------------------|--|
| Setting Strategic Direction | <ul style="list-style-type: none">- Ensuring clarity of vision and ethos- Engaging with stakeholders- Making sure statutory duties are met. |
| Creating Robust Accountability | <ul style="list-style-type: none">- Accountability for teaching, achievement, behaviour and safety- Strengthening and supporting school leadership- Performance managing the Headteacher- Contributing to school self-evaluation. |
| Ensuring Financial Probity | <ul style="list-style-type: none">- 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 is made up as follows:

- **Headteacher: Christopher Dugdale**
- **Staff governor: Kirsten Riding**
- **Parent governors: Victoria Walmley, Elizabeth Lythcoe**
- **Foundation: Louise McGaffigan (Chair), Simon Taylor (Vice), Clare Leadley, Sarah West, Rebecca MacBride**
- **Local authority governor: Vikki Blackburn and Jocelyn Yates**
- **Ex Officio - Sue Witts**

To ensure rigor and focus some board members are also assigned areas of responsibility and focus as detailed below:

Chair	Louise McGaffigan
Vice chair	Simon Taylor
Clerk	Helen Morris



Data Analysis

Clare Leadley

English / Health & Safety

Sarah West

EYFS

Sue Witts

HR, Finance and Personnel

Louise McGaffigan

Link Governor

Vikki Blackburn

Maths

Victoria Walmsley

Online Safety

Rebecca Macbride

Safeguarding/Child Protection

Louise McGaffigan

SEND

Jocelyn Yates
Kirsten Riding

Sport

Simon Taylor

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. At St Pauls, CE Primary School, Hoddlesden School we have the following committees:

Admissions Committee

Pay Appeal's Committee

Pay Review Committee (Review and consider pay progression for teaching staff)

Resources Committee – (Premises, finance, staffing and health and safety)

Standards and Effectiveness Committee – (Standards, Curriculum, school improvement plan, welfare of children, safeguarding and pupil attainment)

Some governors also have links to maths, English, RE, Sen and science alongside professional exposure to health and safety administration (COSHH etc). Some work within roles elsewhere in education, management of budgets and HR in the private sector gives additional rigor and questioning in this area. Some also attend St Pauls Church (services held regularly in the school hall), and some governors visit school regularly to meet pupils and staff, in addition to monitoring specific aspects of the curriculum or areas such as SEN and safeguarding.

There are also committees that meet, if required, to consider resourcing needs or support and address complaints. Pupil discipline and site maintenance/health and safety reviews have also taken place.

A list of Governors, their terms of office and positions of responsibility is published on the school website and can be accessed by this URL - <https://www.stpaulshoddlesden.org.uk/governing-body-information/>



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 and can be accessed by this URL <https://www.stpaulshoddlesden.org.uk/governing-body-information/>

Assessment and Impact of the Governing Board during 2018/2019 School Year

Resources Committee

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 business manager to deliver a considered and promote a balanced budget.*
- *Discussion, debate and detailed consideration of possible way of increasing income and/or decreasing expenditure to deliver a considered and promote a balanced budget.*
- *Detailed consideration and commitment to increase school PAN by opening wrap around school care to support budget.*
- *Detailed discussion on staffing structure, performance and pay reviews. Ensuring value for money.*
- *Recruitment plan and progress discussions for new apprentice administrator, wrap around care staffing and teaching assistants. New site manager and further development of existing staff.*
- *Meeting the Schools' Financial Value Standard*
- *GDPR – introduction and ongoing engagement/review of legislation.*
- *Review and agreement on policy changes/updates.*

Premises/building and health and safety

- *All aspects of maintenance and investment within the internal and external fabrication of the building are given detailed consideration. Tendering, aesthetics and return on investment are challenged. Highlighting health and safety implications, scheduling and access challenges.*
- *Probing opportunities to secure grants and plan short/long budget effectively to meet building plans. Prioritise urgent and nonurgent investment to ensure the best environment possible for the children at the right time and spending the schools budget in the smartest way.*

Standards Committee



- *Data analysis – attainment and pupil progress – comprehensive consideration at every meeting and explorations of reason for patterns.*
- *Referencing Ofsted updates and findings and ensuring analysis at each meeting to ensure our plans and school development plan remain on track.*
- *Detailed discussion with the head about the school's own bespoke development of the curriculum and the aspiration of the head to establish this and extend beyond our schools gates.*
- *Cross curriculum development and data reporting on new subjects.*
- *Monitoring the school Curriculum and extra-curricular activities. Approving trips and policies in accordance with schedule.*
- *Special Educational Needs provision – robust input from Senco*
- *Pupil attendance – ensure retaining high standard.*
- *Pupil behaviour and safety*
- *Child protection and pupil welfare*
- *Review and agreement on policy changes/updates.*

Full Governing Board

- *Governor visits to school focused on priorities for school improvement*
- *School Improvement Plan*
- *School Self-Evaluation*
- *Governing Board development plan*
- *Governor training.*
- *Building developments/improvements – this has included on foot site review at FGB meetings with the whole meeting walking the school's footprint to aid meeting discussion and investment sign off. External build fabrication upgrades to increase curb appeal and external brand PR.*
- *Discussion and debate of the school's external brand. Building, website, Ofsted. Successful in hour videos filmed with pupil, parent and governor engagement.*
- *Investment in new computer suite, break out areas, new SBM and deputy head teacher spaces.*
- *Directors report from BWD education authority*
- *Impact review - Each committee chair presents key decisions and updates and gives opportunity for discussion from meeting minutes – this ensures transparency and debate across the governing body.*

Future Plans for Continuous Improvement

Our mission statement is “This school aims to provide its pupils with a broad and balanced curriculum set within a caring and supportive Christian community in which each member of the school is valued and respected”.

Our day to day focus on faith gives us a great base to work from as our pupils remain very well disciplined and respectful to each other and display Christian values in all aspects of their day to day school life. This culture not only allows the pupils to thrive but gives the teaching and support staff alongside the senior leadership team time to further work on curriculum development.

The governing body this year have also been huge supporters of gifting the headteacher time to work with other schools across the borough which brings idea sharing and success methods to the fore. This

also allows members of the school team to act and take on more responsibility, further developing their skills.



This has been a very satisfying and busy year for the governing body with lots more challenge and rigor displayed to ensure that the best possible outcome for every area of the school is achieved. We have now recruited an apprentice in the school office and are adding new quality team members to the mix. Interior work planned on the school environment not only makes a great learning setting but gives space for the teachers away from the classroom to mark work and lesson plan. We hope that parents and pupils will be impressed with the improvements in September 2019.

Balancing all of the responsibilities and expectations of an Ofsted Outstanding school with a lesser budget has taken lots of discussion across the governing body to ensure that there is no negative impact on the pupils and that every pound we spend is maximised to improve the school for the current and next academic year. The governance team also look at short and long term budgetary plans.

The introduction of wrap around care will be a fantastic addition to the school offering and further add appeal to an already oversubscribed educational setting. We look forward to seeing this programme develop.

Agreed by the Governing Board on: JULY 2019

Signed by the Chair: