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| **Annual Governance Statement**  **for the Darley and Summerbridge Community Primary Schools**  **Federated Governing Body**  **July 2019** |
| In accordance with the Government’s requirement for all governing bodies, the three core strategic functions of the Governing Body are:   1. **Ensuring clarity of vision, ethos and strategic direction** 2. **Holding the Head teacher to account for the educational performance of the school and its pupils** 3. **Overseeing the financial performance of the school and making sure its money is well spent** |
| **Governance arrangements**  The Darley and Summerbridge Community Primary Schools Federated Governing Body was reconstituted in 2017 and is now made up of:  Two parent governors  One local authority governor  One staff governor  Head teacher  Four co-opted governors  There have been some changes and transitions within these roles throughout 2018/19 but the make-up is unchanged.  To contribute to effective governance and the success of the school, Governors are expected to:   * enhance the work of the governing body to enable a strong focus on raising standards, so that every child achieves their potential * demonstrate their commitment by getting to know the school and becoming involved in school life and activities. In Governance terms ‘Getting to Know the School’ involves reviewing data, monitoring impact of teaching on pupil outcomes, understanding the financial status of the school and generally understanding the challenges the school faces internally and externally. Refer to the National Governors Association website for Getting to Know Your School Guidance Notes * take personal responsibility for their ongoing training and development * attend meetings (governing body/working groups) and play an active part * prepare for meetings so they are well informed, having read all of the papers sent out with the agenda * support the school with parents and in the community * recognise the corporate status of the governing body and the concept of collective responsibility * respect confidentiality and the need to act with circumspection. Governors are required to sign up to the Governors Code of Conduct each year.   The governing body has a programme of meetings throughout the school year with each Governor having a specific area of responsibility. Minutes of these meetings are available to be viewed in School and online. |
| **Attendance record of governors**  A record is kept by the clerk to the governing body of governor’s attendance at meetings. Governor’s attendance at meetings is good. Meetings need to be ‘quorate’ to ensure that legal decisions can be made. |
| **The work we have done in the governing body meetings**  The work we have done in all meetings revolves around the school development plan. Our priorities for the academic year 2018/19 have been:   * To work closely and effectively with the Head teacher and all staff to ensure that teaching and learning is continually improving and that pupils make at least expected progress and achievement including those belonging to vulnerable groups * To ensure that both schools remain financially sustainable and that projected budgets which are in danger of running into deficit are addressed * To ensure both schools are meeting Health & Safety, Safeguarding, Child Protection, Educational Visits and Premises procedures and requirements * To oversee the quality of provision of EYFS across the federation * To oversee the continued implementation of a nursery provision across the federation   We have done this by :-   * Continuing our robust Governance action plan (please see online) which details these priorities, set realistic success criteria and reviewed levels of impact * Supported the Head teacher with the monitoring of work of the teachers and pupils in the classroom and asking for evidence, including book examinations, discussions with children and learning walks. * Assisted in the monitoring and development of the federation staff team; changing class configurations and school growth * Monitoring and review of the successful implementation of a preschool provision across both sites and the communication between preschool and school * Examining and challenging internal and external performance and progress data. * Ensuring the judgement of the staff and Head teacher are in line with local and national standards through Local Authority validation. * Ensuring the individual needs of pupils are met through interventions by the scrutiny of data and regular visits by Governors. * Develop our community links through liaison and the addition of two new co-opted Governors.   In addition we have undertaken our statutory duties with regard to:   * Performance management of Head teacher * Reviewing and updating statutory policies * Monitoring the effectiveness of pupil premium and sports funding   Governors have undertaken a variety of training including: Local Authority networks, school improvement, safeguarding, monitoring, SEND and pupil premium.  The minutes of the Governing body are public documents which are available to view on the Governing Body page of the schools websites or at the school office. They can only be published once they have been agreed as a ‘true record’ of the meeting at the next Governors meeting. |
| **Strategic Planning for the future**  Our aims for the forthcoming year:  Summerbridge   1. To continue to rigorously monitor the process and progression of change within school following our Governance action plan in continuation of OFSTEDs recommendations 2. To ensure that the school continues to improve; this year with further developments to the staff team and structure and ensuring that teaching and learning reaches a ‘good’ standard and that children’s attainment and progress is at least good. 3. To examine and challenge the actions put in place in leadership and management to ensure that all statutory curriculum subjects are covered and pupil’s cultural understanding is developed.   Darley   1. To ensure that the school continues to make good progress; that teaching and learning is consistently ‘good’ and the children’s attainment and progress are good with increased proportions of pupils achieving statutory targets or greater depth.   Overall   1. To be more reflective and analytical on our roles as Governors and the impact and affect it has on the children’s performance. 2. To be more analytical of data and use BROMCOM effectively to look at groupings of pupils e.g. performance of pupil premium pupils v’s peers – are they making the same level of progress? 3. To respond to local and national initiatives and developments, particularly surrounding the curriculum and assessment methods. 4. To continue to monitor the financial situation of both schools, develop learning spaces and equipment as feasible within the school budgets   The Governing body welcomes suggestions, feedback and ideas from parents/careers, so please get in touch via either school office. |
| **How to contact your governing body**  Information about the school’s governing body is available on the governors’ page of the schools websites or please ask any member of staff or at either school office. |
| **The Federated Governing Body – membership 2018-19**  **Governor Category Responsibility (2017/18) Term of office**  **expiry date**  Stuart Mallender (Chair ) Co-opted Teaching & Learning March 2021  Finance  Nidderdale Federation/MAT  Sarah Walker (Vice-chair) Parent Health & Safety, March 2021  Safeguarding & Premises  Nidderdale Federation/MAT  Lynne Bennion L.A. Vulnerable groups inc SEND March 2021  Health & Safety,  Safeguarding & Premises  Rachel Rogers Parent Teaching & Learning March 2021  Kate Milne Staff EYFS 2022  Implementation of nursery provision  Carol White Co-opted Community links and cohesion Feb 2023  Rev. Mike Poole Co-opted Community links and cohesion Feb 2023  Nick Coates Head teacher |
| **The Governors’ Attendance record for 2018-19**  Governor attendance at meetings this year has been good; a meeting has never been cancelled because it was not ‘quorate’.  A full list of Governors and their attendance is as below –   |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **Forename** | **Surname** | **Governors category** | **Meetings** | **Attended** | **Attendance %** | **Not Attended** | **Start Date** | **End Date** | **Position** | | Marsha | Barnett | Co-opted | 4 | 2 | 50% | 2 | 13-Feb-19 | 12-Feb-23 |  | | Lynne | Bennion | Co-opted | 3 | 3 | 100% | 0 | 25-Apr-17 | 12-Feb-19 |  | | Lynne | Bennion | Local Authority | 4 | 4 | 100% | 0 | 13-Feb-19 | 12-Feb-23 |  | | Nicholas | Coates | Headteacher | 7 | 7 | 100% | 0 | 01-Jan-09 |  | Headteacher | | Emily | Fazal | Co-opted | 7 | 7 | 100% | 0 | 25-Apr-17 | 10-Jul-19 |  | | Alison | Hailwood | Co-opted | 6 | 4 | 67% | 0 | 25-Apr-17 | 28-Mar-19 |  | | Stuart | Mallendar | Co-opted | 7 | 7 | 100% | 0 | 25-Apr-17 | 24-Apr-21 | Chair | | Kate | Milne | Co-opted | 7 | 6 | 86% | 1 | 01-Sep-18 | 31-Aug-22 |  | | Rachel | Rogers | Parent | 7 | 5 | 71% | 2 | 25-Apr-17 | 24-Apr-21 |  | | Sarah | Walker | Parent | 7 | 6 | 86% | 1 | 25-Apr-17 | 24-Apr-21 | Vice Chair | | Carole | Wight | Co-opted | 5 | 5 | 100% | 0 | 12-Dec-18 | 11-Dec-22 |  | |  |  |  |  |  |  |  |  |  |  | |  |  |  | 64 | 56 | 88% |  |  |  |  |   qw  **Declarations of interests**: at the time of writing there were no declarations of interest from any of the Governors. |