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| **Annual Governance Statement for the Governing Board of Havannah Primary School**  **March2024** | |
| In accordance with the Government’s requirement for all governing bodies, the 3 core strategic functions of the Havannah Primary School Governing Board 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 Governing Board of Havannah Primary School has organically changed over the last year and is now made up of Head Teacher, one Staff Governor, two elected Parent Governors, one LA governor and four Co-opted Governors.  Co-opted governors are appointed by the Governing Board and are people who, in the opinion of the Governing Board, have the skills required to contribute to enable effective governance and success of the school. On our Governing Board, we have four Co-opted Governors two with an educational background and two from the industrial sector, two of these are parents of former pupils at Havannah Primary School. The Deputy Head Teacher and School Business Manager attends the meetings as required.  Currently, we have two vacancies: one for a parent governor and one for another Co-opted Governor. The Governing Board uses the services of a Cheshire East Clerk.    The Full Governing Board meets once each term. At Havannah Primary School we also have two principal committees that meet once a term: the Teaching & Learning and Leadership & Management committees. Each of these have specific responsibilities with regards to the School Development Plan and regularly review progress against it. To meet other needs of the school, several groups meet when required to cover specific requirements such as Health & Safety, SVFS reviews, Pay Committee, etc. |

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| **Attendance record of governors** | Governors have excellent attendance at meetings. Attendance is displayed on the school website. |
| **The work that we have done on our committees and in the Governing Board** | The Governing Board has had a particularly busy year, focusing on:   1. Reviewing the staffing including teaching assistants for the nursery, reception class and 6 classes in the school and assessing pre-school, after-school clubs, lunch times etc. 2. Reviewing attendance records and pupil performance within the school. 3. The continued monitoring of an Enhanced Mainstream Provision within Havannah Primary School to cater for the needs of SEND pupils. 4. Reviewing use of grants such as Pupil Premium, Sports   Premium, Catch Up/Recovery Premium and National  Tutoring Programme monies   1. A possible Ofsted inspection. 2. Health & Safety Inspections. 3. Reviewing specific buildings and facility improvements: for example, in 2023/24 the security of the school, including the entrance to the school and the installation of solar panels.     The 2024/2026 budget plan for the school shows that the finances of the school are being performed professionally and show that the school has balanced books for 2023/4. However, moving forward, due to the Government's method of paying for schools the position is a bit less precise (N.B. this position is similar to every other non-private school in the Country).  Part One, minutes of Governing Board and Committee meetings are public documents – you can either find them on the  Governors’ page of our website or you can ask at the school office if you would like to see any of the minutes of our meetings. |
| **Future planning for the Governors** | Future planning for the school is being assessed by the Governors, including the security aspects, curriculum development, making the school carbon neutral, holiday clubs, possible academy status etc. |
| **How you can contact the Governing Board** | We always welcome suggestions, feedback and ideas from parents – please contact the Chair of Governors, John Sherwood, via the school office.  You can see the full list of Governors, minutes of Governing Board meetings and more information about what we do on the Governors’ page of the school website. |

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# Havannah Primary School Governing Board

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| **Governor** | **Category** |
| Stefanie Williams | Head Teacher |
| Oliva Barry | Staff Governor |
| Bryony Milbourne | Parent Governor |
| Andrina Jackson | Parent Governor |
| Maria Wilson (Chair of the Leadership & Management Committee) | LA Governor |
| John Sherwood (Chair) | Co-Opted Governor |
| Kath Bennett (Vice Chair) | Co-Opted Governor |
| Ann Holland (Chair of the Teaching & Learning Committee) | Co-Opted Governor |
| Rachel Melville | Co-Opted Governor |
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| Mark Booker (Cheshire East) | Clerk |
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Chair of the Governors

John Sherwood

Head Teacher

Stefanie Williams