

Annual Governance Statement for the Governing Board of Havannah Primary School

In accordance with the Government's requirement for all governing bodies, the four core strategic functions of the Governing Board are:

1. Ensure clarity of vision, ethos and strategic direction;
2. Hold the Head Teacher to account for the educational performance of the school and its pupils;
3. Oversee the financial performance of the school and making sure its money is well spent
4. Promote the highest possible standards for safeguarding

The Governing Board of Havannah Primary School is currently made up of 5 co-opted governors, 1 parent governor, 1 staff governor, 2 associate governors and the Headteacher. There are currently 4 vacancies – 2 parent governors, 1 LA governor and 1 co-opted governor; although we have had interest in 2 of the 4 vacancies.

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 the effective governance and success of the school; the areas of which are identified via a skills matrix produced by the National Governance Association.

The full Governing Board meets once each term, and we also have two committees to consider different aspects of the school in detail:

Teaching & Learning Committee - this committee spends time considering the key data around pupils' achievement and attainment, so that we can be sure that the school is on track to fulfil its ambitious targets for all pupils. We focus on the progress and wellbeing of all our pupils and ensure "vulnerable groups" of children are effectively supported by the Pupil Premium grant. There is a designated governor who monitors how this is being spent by the school and reflects on the positive outcomes for disadvantaged pupils. All areas of the curriculum, Special Educational Needs and arrangements for assessment are also discussed at these meetings.

Leadership & Management Committee – this committee considers all staffing matters and leads on recruitment, HR, staff development and appraisal. It looks at the maintenance and development of the school premises and makes decisions about how the school should use its delegated budget. The impact of the Sports Funding and Pupil Premium funding is also covered by this committee. Our Health & Safety and Building Compliance Inspections are carried out by Cheshire East LA, along with the School Business Manager and Health & Safety governor. Governors are always vigilant with safeguarding and receive regular reports about safeguarding matters from the headteacher. The governors set the budget in the summer term. The budget for 2020-21 continues to allow us to maintain single year groups, present staffing levels and the high standard of provision for the pupils. Governors are aware that school funding is a national issue and will monitor this closely due to COVID-19 for the future. Both delegated budgets and unofficial School Fund are subject to external audit and governors are required to complete an annual Schools Financial Values Statement Return (SFVS).

One of the roles for the governors is reviewing and agreeing school policies, and this year we have considered a number of key policies in line with statutory requirements and good practice. Statutory policies can be found on the school website.

Governors have key subject and specific area responsibilities. Each class also has their own link governor who is encouraged to visit and spend time with the children. The governors usually write reports for the summer term's Headteacher's Report giving an overview of the work and impact in their subject / area. Due to COVID-19 this has been put on hold at the moment however, we hope to resume this in the autumn term.

Governors also contribute to the school's self-assessment document which covers the following areas:

- Quality of Education
- Personal Development
- Behaviour and Attitudes
- Leadership and Management

All underpinned by Intent, Implementation and Impact, in line with the new Ofsted framework

Minutes of Governing Board and Committee meetings are public documents, once they have been approved by the board and signed by the relevant chairs. You can ask at the school office if you would like to see Part 1 minutes of our meetings. Full board meetings are available on the school website. At the end of every meeting governors consider and record the positive impact they have had on the pupils.

There is a comprehensive programme of training available to governors.

Future plans for the governors 2020/21

Governors will continue to carry out all their duties and responsibilities to a high standard. They are determined that the children will get the best provision possible and to this end will:

- Monitor the impact of the current situation (COVID-19) on the school-provision and wellbeing
- Familiarise themselves with new Ofsted framework for inspections
- Update the self-assessment document in line with these changes
- Monitor the impact of the teaching and learning
- Receive and understand relevant data and information, including funding
- Monitor the whole curriculum and how it is delivered

As part of the improvements needed to maintain the standards in our school, we continue to work hard to be an effective partner for all our families and the community.

We always welcome suggestions, feedback and ideas from parents – please contact the Chair of Governors, Ms Alex Thompson, via the school office. Alternatively, there is a list of governors, on our website.

Ms Alex Thompson
Chair of Governors
July 2020