

## **ANNUAL GOVERNANCE STATEMENT 2015**

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1. Governing bodies have been advised that “It is ... good practice for the board to publish an annual governance statement (as academy trusts are required to do through the Accounts Direction) to explain how it has fulfilled its responsibilities – particularly in relation to its core functions, including:

- the governance arrangements that are in place, including the remit of any committees
- the attendance record of individual governors at board and committee meetings
- an assessment of the effectiveness and impact of the board and any committees with details of any particular challenges that have arisen.”

2. This advice is contained in The School Governance (Roles, Procedures and Allowances) (England) Regulations 2013: Departmental advice for school leaders and governing bodies of maintained schools and management committees of PRUs in England, issued in January 2014.

3. In accordance with the Government’s requirement for all governing bodies, the three core strategic functions of the governing body are:

- ensuring clarity of vision, ethos and strategic direction
- holding the headteacher to account for the educational performance of the school and its pupils
- overseeing the financial performance of the school and making sure its money is well spent.

### **About our school**

4. The school is located in the village of Perranwell Station, half-way between Truro and Falmouth. At the end of the 2014-15 academic year, it had 137 pupils on roll, split into 5 classes. The school has one headteacher, six teachers, and 13 other support staff.

5. The school’s vision and aims are shown in the school prospectus, which is available on the school’s website.

6. The previous Ofsted inspection graded the school as “good’.

### **Governing body constitution**

7. The governing body was re-constituted in 2015 and comprises two staff governors (including the headteacher), three elected parent governors, one local authority governor and six co-opted governors. A full list of governors is displayed in the school lobby and on the school’s website.

8. Co-opted governors are appointed by the governing body and are people who, in the opinion of the governing body, have the skills required to contribute to the effective governance and success of the school. All our co-opted governors are members of the local community.

## **Attendance**

9. Governors recorded a total of 201 visits to the school in 2014-15, including governors' meetings, committees, governors' formal visits and other informal visits. This total excludes attendance on training courses and other external meetings. The average attendance at meetings of the full governing body was 10.5.

10. A meeting was never cancelled because it was inquorate, that is, sufficient governors always attended to ensure that legal decisions could be made.

## **Governing body structure**

11. The full governing body meets twice each term, and there are two main committees that also meet twice per term. One committee deals with curriculum business; the other deals with finance, personnel and premises business. Matters relating to 'governance' and 'external relations' are dealt with directly by the full governing body. There are some other, smaller committees, primarily dealing with pay, performance and disciplinary matters.

12. Meetings of the full governing body are clerked by an experienced clerk. Minutes are available from the school office on request.

## **Effectiveness and impact of the governing body**

13. The governing body has had an effective year. It has a detailed annual business planner, sets objectives for itself and meets most of its deadlines punctually. It provides a solid and challenging platform for the school, ensuring that the school is delivering an excellent standard of education.

14. The school now has a strong and dynamic headteacher and an excellent team of teachers and support staff. However, the school has experienced a major turnover of staff in the previous two years, with a new headteacher and four new teachers and several new support staff. The governing body has consistently expressed to new staff its aspirations for the school and has actively supported the new headteacher in introducing many innovations.

15. The hard work of the headteacher and staff has resulted in significant improvements in the teaching and ethos in the school. Attendance and behaviour have been given particular attention, but most attention has been given to improving the rate of progress of all children and identifying and removing barriers to progress. The governors spent considerable time examining key data on the results of pupil achievement and progress, so that governors can be sure that the school is on track to fulfil its ambitious targets for all pupils.

16. The governors carefully monitored groups of vulnerable children and have considered reports on how the school spends the Pupil Premium and Sports Premium grants and the impact this has had on outcomes.

17. Governors have scrutinised the use of the school budget and ensured that the school spends wisely, keeping reserves above the minimum level set by the Reserves Policy.

18. Each governor has at least one subject of special responsibility. One governor has responsibility for health and safety and, with the headteacher, carries out regular checks of the premises.

19. Another important role for governors is ensuring the safety and well-being of the children. Two nominated governors for 'safeguarding' reported to the governors about any safeguarding matters.

20. Governors regularly reviewed and agreed key school policies. At the end of 2014-15, all the school's policies and procedures had been reviewed and were up to date.

21. Minutes of governing body meetings are public documents and copies can be obtained via the school office.

### **Governance action plan**

22. The key objectives for the school can be found on the school's website.

23. The governing body also sets itself objectives. The particular objectives that the governing body has set itself in 2015-16 are as follows:

- To complete 95% of statutory tasks, 90% of recommended tasks and 90% of other tasks on time.
- To achieve a full programme of governors' visits, including classroom visits, visits to staff meetings and school council.
- To produce an effective plan for the training and support of governors.
- To publish its first annual governance statement.

### **Contact us**

24. The governors welcome suggestions, feedback and ideas from parents. You can contact the chair of governors via the school office.