

**Annual Governance Statement for the Governing Body
of Killinghall CE Primary School
July 2016**

In accordance with the Government's requirement for all governing bodies, the three core strategic functions of Killinghall CE Primary School Governing Body are:

- 1. Ensuring clarity of vision, ethos and strategic direction**
- 2. Holding the headteacher 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 Body of Killinghall CE Primary School was reconstituted in 2014 and is now made up of:

- 2 parent governors (elected by the parent body)
- 1 Local Authority governor (appointed by the LA)
- 2 Foundation governors (appointed by the Diocese)
- 3 co-opted governors (appointed by the governing body)

A key consideration in the appointment and election of governors is the skills and experience they can bring to the governing body for it to be effective. We intend that governors have the skills and experience to drive school improvement. Commitment is vital, and having the time to carry out the role effectively is essential.

Our school governors have an incredibly important role in setting high standards, holding the headteacher to account and ensuring money is well spent. We drive aspiration in school and help our pupils to develop high standards of attainment, progress and enjoyment. We are confident in challenging the headteacher and acting as a critical friend to the school.

Governors need to know what good management looks like and should bring in skills from the other parts of their life. Governors need the ability to build partnerships and relationships dealing honestly with issues. Our governing body has a range of viewpoints allowing for open debate and leading to good decisions in the interests of the whole school community

Getting to know the school is of paramount importance, this is done through visits, discussions, meetings and reading evidence, including attainment and progress data, and budget statements.

We need to develop the skills and knowledge needed to provide strategic challenge by, for example, understanding how to interpret data, and finance. is well spent. This is a demanding task for which all governors need to have, or develop, relevant and appropriate skills, we must be prepared to access training and support as required.

Foundation governors have a particular role in safeguarding the Christian character of our school, although all governors do ensure that this is the case.

We currently have a skilled and knowledgeable group of governors.

The governing body has a programme of meetings throughout the school year, and a structure that focuses on specific areas of governance. All meetings adhere to clear agenda and minutes are taken by a local authority qualified clerk and then published on the school website. Meetings focus upon strategic school improvement, finance, health & safety, and premises management.

Attendance record of governors

A record is kept by the clerk to the governing body of governor's attendance at meetings. If a governor is unable to attend a meeting they must send apologies with a reason for their absence. The meeting has to approve absence. If a governor fails to attend sufficient meetings they can be removed from office.

Meetings need to be 'quorate' to ensure that decisions can be made.

Killinghall governors have an excellent record of attendance.

The work we have done as a governing body.

This year, like last year, there have been many governmental changes within education and it has been important for the governing body to work with the headteacher to ensure that changes have been implemented and all statutory duties fulfilled.

Governors have been active in working with the staff to ensure that the new curriculum 2014 has been successfully embedded across the school and that the school has actively found ways to continue to show pupil progress after levels.

Data analysis and tracking evidence has been thoroughly interrogated by governors to ensure that pupil progress and school improvement is clearly evidenced.

Monitoring activity

All governors have an important part to play in monitoring various aspects in school; class, subjects, Christian ethos and Health & Safety and pupil safeguarding. Governors monitoring is effective with written evidence taking into account our school priority areas and drivers, ensuring that policies are being adhered to

Governors each make a half termly visit to school to carry out their individual monitoring responsibility. A monitoring report is written for the Chair of Governors and the Headteacher.

Summary reports are shared at Full Governing Body Meetings.

Our Sports governor played a massive part in helping the school gain our Gold Sports Trust award and her effective monitoring was praised by the appraiser.

Our effective monitoring also played a significant part in supporting the school in gaining outstanding in our recent SIAMS inspection.

Financial management

Governors closely monitor the school's financial position and challenge the Headteacher regarding best value. Termly meetings are held where governors budget monitoring reports are discussed. These reports are produced and maintained by an NYCC bursar who works closely with the Headteacher and Business Manager. Each year the governing body complete the Schools' Financial Value Standard Audit and this has to be presented to NYCC. The governing body delegates much of the control of the budget to the Headteacher, but during meetings evidence of effective budget controls are expected.

Pupil premium expenditure is reported upon in meetings and also monitored by the governor with responsibility for this aspect of finance.

Policy review

Within the three year strategic plan the governors have a rolling programme of policy reviews. It is necessary to review and update some policies annually, others on a two or three year basis.

Governors have statutory duty to be responsible for certain school policies and also to ensure that these appear on the school website. Policies are read and agreed by the full governing body.

Governing Body Minutes

All meetings are fully minuted by an NYCC Clerk. These are available on the school website.

Strategic Planning for the future

With constant reference to the school's values and aims, the Governing Body agrees the implementation of its strategic plan in practice via the School Development Plan, which sets the plans for improvement and priorities for focus. This is done following evaluation of this year's progress and impact having been discussed. The priorities for 2016-17 will be agreed as 'priority action plans' with implementation in September, a three year strategic overview is used to ensure that future planning is in place.

The following framework outlines how the Governing Body will seek to fulfil these functions.

Strategic responsibility	Monitoring to include	How....
Curriculum & Learning	Quality of teaching and learning	Learning walks against SDP priorities. Meetings with subject leaders. Pupil discussion NYCC Educational Adviser reports
	Benchmarking performance	Data analysis review – NYCC profile an Raiseonline analysis

	Teaching and learning policies NC and curriculum developments Safeguarding School Drivers – SMSC and British Values Pupil attendance, racial incidents etc	Review as appropriate Learning walks, documentation, HT reports. HT reports, learning walk, pupil discussion, H&S checks. Learning walks, displays, pupil discussion, newsletters, questionnaires. Reports available to CofG via HT. HT reports to FGB
Staffing & Pay	Performance Appraisals Staffing structure & pay policy Training Attendance	HT appraisal meetings. HT reports. Pay recommendations made by HT to FGB. Agreed in lines with NYCC in September CPD opportunities and attendance monitored through HT reports and discussion with subject leaders. NYCC attendance policy agreed each September – monitored by HT and CofG.
Finance & Premises	Financial regulation and control Best value Benchmarking Health and Safety	NYCC bursar visits – monitoring reports to finance lead governor. Full discussion at Finance focus FGB meetings End of year audit, schools financial values standard statement agreed and sent to NYCC, and Annual Accounts return to NYCC H&S reporting. Termly site survey by Gvs and NYCC officer. Reported to FGB by H&S lead governor.
FGB	Self-evaluation	Governor survey of skills audit.

How to contact your governing body

Information about the school's governing body is available on the governors' page of the school's website.

The Killinghall CE Primary School Governing Body – membership

Name	Type of Governor & term of office end	Strategic role	Curriculum Responsibility
Helen Potter	Co-opted 23.9.2018	Chair Strategic overview HT Appraisal overview SEND/Pupil Premium	Maths & Computing School Drivers
Faye Thompson	Foundation 6-6-15	Vice-Chair end Sep 2018 Finance lead HT Appraisal SIAMS	Dragon Class Literacy
Val Blackburn	LA 1-9-17	Premises and Health & safety lead Child Protection & Safeguarding	Phoenix Class Science G&T
Chantelle V-Bell	Parent LEFT April 2016	Finance HT Appraisal	Griffin Class Geography & History
Alison Pearce	Parent 1-11-17	Sports Funding & Healthy School Curriculum	PE Educational Visits
Tina Outhwaite	Co-opted 1-5.2019	Early Years	Unicorn Class Arts
Becky Morrell	Foundation January 2020	SIAMS	SMSC
Victoria Lister	Co-opted LEFT May 2016	Premises, H&S, Finance	RE
Sarah Bassitt	Staff	Headteacher	
Elouise Foster	Staff 1-1-16	SENCo Curriculum	
Dan Sutcliffe	Parent April 2020	Finance	Griffin Class