

# CRUDGINGTON PRIMARY SCHOOL

## GOVERNORS' STATEMENT - ACADEMIC YEAR 2018/19

### Introduction

The purpose of this statement is to give information about the Governing Body of the school and its activities during the year.

### Constitution of the Governing Body

The Governing Body, in line with its constitution, had the following members during the year:

LA Appointed Foundation/Trust	Mrs Katrina Huxtable Lister Mrs Julie Francis Mrs Karen Pankhurst	Chair Vice-Chair
Community/Co-Opted	Mr John Williams Mr Neil Cole	
Staff	Mrs Julia Horton	
Parent	Mr Tim Davies Mrs Sarah Chadderton	
Head Teacher	Dr Chris Twine Mr Adam Ames	

The Full Governing Body (FGB) meets twice each term.

### Meetings

Details of governor attendance at regular meetings are shown at Annexe 1. The minutes of all meetings were approved, signed and a copy kept in the Minutes File. These are available to be viewed by parents.

Mr Peter Culley as Clerk to the Governors ensured Full Governing Body meetings were conducted in accordance with the constitution and recorded proceedings.

The Pay committee met in October to review recommendations from the Headteacher's Performance Review conducted in conjunction with the local authority School's Improvement Partner (Mrs Sian Deane). Also to agree salary levels for teaching staff for the coming year.

The Complaints Committee also met during the year.

In addition, the Chair of Governors met with the Headteacher on a regular basis during term time, normally weekly, to discuss any issues that may have arisen or review changes which may impact the school.

### Governing Body Role in School Improvement

#### 1. Holding the Headteacher to account for the school's educational performance

At the first FGB of the school year, the final assessments and results from the previous year were examined and the School Development Plan (SDP) reviewed to confirm actions and targets were

addressing appropriate areas for change or improvement. During the school year, data on actions in the School Development Plan was assessed by governors. The FGB receives a full report from the Headteacher once per term ahead of the appropriate meeting and questions are invited prior to the meeting, if possible, in order that a full response can be given. Governors continue to have individual areas of responsibility e.g. safeguarding or subject areas on which they report back to the FGB.

External reviews by the School Improvement Partner were also analysed and link governors met subject leaders to review targets and progress.

## **2. Ensuring financial resources are well spent**

The budget for the new financial year was analysed and discussed by governors during the Spring Term with final sign off by the end of May. Finance is a high priority and is a standing item at each FGB. There was a constant review of expenditure against budget to ensure that optimum value is being delivered to achieve the best outcomes for all pupils. Three- and five-year budget projections were also monitored to provide assurance of a firm future financial base.

Any single item of expenditure in excess of £2500 must be agreed by the FGB.

The link governor for Pupil Premium has responsibility for ensuring that this is being used effectively and reported to FGB.

## **3. Ensuring that statutory duties are met**

There is a rolling programme of a review of policies throughout the school year with discussion and agreement of any changes by the FGB.

The policies reviewed during the year include: -

Attendance

Pay

Child Protection & Safeguarding

Special Educational Needs

Lettings (new policy for use of the school grounds out of hours)

Anti-bullying

Uniform

Disciplinary

Special Leave

School Absence Management

Capability Procedure

Health & Safety

The admission numbers for the following school year (2019/20) were agreed and attendance targets set for the current school year.

There is a focus, at each FGB, on both Safeguarding and Health and Safety. The Link Governors for each of these areas meet with the Headteacher and staff to confirm that policies are being implemented and to address any specific issues and report back to the FGB. Among specific issues raised at the FGB was the problem with missing bollards along the route to school following a road accident.

## **Governor Training**

Individual governors have received training in the following this year: -

Induction for New Governors

Safeguarding

Analysis of School Performance & Inspection Dashboard

## ANNEXE 1

### GOVERNOR ATTENDANCE RECORD 2018/19

Name	FGB					
	Autumn		Spring		Summer	
	1	2	1	2	1	2
J Francis	✓	✓	✓	✓	✓	✓
S Chadderton	✓	✓	✓	A	✓	✓
T Greatorex	A	-	-	-	-	-
K Huxtable Lister	A	A	✓	✓	A	✓
K Pankhurst	✓	✓	✓	✓	A	A
N Cole	A	✓	A	✓	✓	
J Williams	✓	✓	✓	✓	✓	A
J Horton	✓	✓	✓	A	✓	✓
A Ames	✓	✓	✓	✓	✓	✓
C Twine	✓	✓	✓	A	✓	✓
T Davies	A	A	✓	✓	A	A

#### Key

A Apologies received

NM Non-member

#### Notes

1. T Greatorex resigned as a Parent Governor in November 2018