**CRUDGINGTON PRIMARY SCHOOL**

**GOVERNORS’ STATEMENT - ACADEMIC YEAR 2019/20**

**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 Mrs Katrina Huxtable Lister

Foundation/Trust Mrs Julie Francis Chair

Mrs Karen Pankhurst Vice-Chair

Community/Co-Opted Mr John Williams

Mr Neil Cole

Staff Mrs Julia Horton

Parent Mr Tim Davies Resigned February 2020

Mrs Sarah Chadderton

Dr Chris Twine

Mrs Samantha Challis Appointed November 2019

Head Teacher 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. This also indicates which meetings were held virtually due to Covid 19. The minutes of all meetings were approved and copies kept in the Minutes File. These are available to be viewed by parents.

Mr Peter Culley and subsequently Mrs Catherine Coltman as Clerks 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.

In addition, the Chair of Governors met or spoke 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. These have been mainly focused on Covid 19 since March.

**Monitoring and Reporting**

At the beginning of each school year, individual governors take responsibility for individual subject areas or functions within the school and report back to the full Governing Body throughout the year.

**Attainment**

The initial focus, following the results and assessments from the previous year, was on reading and comprehension. The chair and link governors attended an external review with the Head Teacher and the Local Authority adviser at the beginning of the Autumn Term to look at the strategies to be put in place and these were further reviewed later that term and in the Spring Term.

Subject link governors also completed monitoring of Maths and Early Years during the first half of the year.

**Finance and Resources**

The school budget is monitored by the Governing Body throughout the year and expenditure against budget is assessed to ensure that the school remains in a stable financial position. This ensures that optimum value is being delivered to achieve the best outcomes for pupils. We also have a three-year rolling budget projection which allows us to make decisions which ensure a firm financial base going forward.

The projected 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.

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.

In addition, the potential impact on school numbers and finances of the new housing development has been assessed and monitored.

**Strategic**

The government policy on encouraging primary and secondary schools to convert to academies was raised at the governing body. It was resolved to investigate the potential benefits of moving to Academy status and to explore any opportunities that may arise.

**Statutory Duties**

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

Anti-bullying

The admission numbers for the school year 2021/22 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. The link governor for Health and Safety participated in the Local Authority audit of the school and accident types and numbers in school are reported to and reviewed by governors each term to assess any trends and potential action required.

**Covid 19**

This has obviously impacted significantly on everyone and has changed the way that the Governing Body was able to operate. However, throughout, governors have been committed to ensuring the safety and wellbeing of both pupils and staff and to continue to fulfil their statutory obligations. This has been a challenging time for everyone and we would like to record our enormous appreciation of all the work and effort that Mr Ames and all the staff have put in to support parents and carers to continue their children’s education at home during lockdown, provide support in school for the children of key workers and prepare for the full return to school in September.

The FGB meeting in March was cancelled due to the lockdown. However, all meetings have been completed virtually since then via Microsoft Teams. For obvious reasons, the focus of these meetings has been on the provision of learning for children at home and for the children of keyworkers in school. Also a priority was the health and wellbeing of all the staff during this time.

At each stage, governors have reviewed the necessary risk assessments.

**Governor Training**

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

Safeguarding

The Importance of the Early Years Foundation Stage in Schools’

Training courses have been suspended during lockdown.

**GOVERNOR ATTENDANCE RECORD 2019/20**

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

**Key**

A Apologies received

Blank Absent no apologies given

**Notes**

1. S Challis appointed as Parent Governor November 2019

2. T Davies resigned as Parent Governor February 2020

3. Spring FGB 2 cancelled due to Covid 19 lockdown

4. Summer Term meetings were virtual meetings via MSTeams