

## **BUGLAWTON PRIMARY SCHOOL ANNUAL GOVERNANCE STATEMENT 2020-21**

The Government defines the requirement for all Governing Bodies in three core strategic functions. These are outlined in the Department for Education Governors Handbook as;

- 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

### **Governance Arrangements**

The Governing Body of Buglawton Primary School is made up of;

- 1 Staff Governor
- 3 Parent Governors
- 6 Co-Opted Governors:
  - 1 Local Authority Governor
  - The Headteacher
  - 1 Associate Governor

Co-Opted Governors are appointed by the Governing Body, given they have, in the opinion of the Governing Body, the skills required to contribute to the effective governance and success of the school. One of our community governors is also a parent, with the remainder being associated with the local community.

Further details regarding our Governors and their attendance can be found on the school website, under the “Community”, “Our Governing Body” section.

The membership of the Governing Body has changed as follows over the last academic year:

- We received the resignations of Mrs N Catterall and Mr A Anderson
- Our parent governor (Mrs S Sands and Mrs A Barnett) terms of office came to a conclusion. We advertised these vacancies and Mrs N Taylor and Mrs A Aitken
- Our former School Improvement Partner, Mrs L Houldsworth joined the Governing Body.

Last year, the Full Governing Body and it met once a term to consider all aspects of the school. Governance at Buglawton Primary School is devolved to three committees to consider specific aspects of school life and improvement.

The three committees which have operated this year are;

- Leadership and Management Committee which focuses upon finance, human resources, health and safety, premises, GDPR and Safeguarding
- Teaching and Learning Committee which focuses upon the curriculum, monitoring standards of teaching and learning, data, Pupil Premium, PE Sports Grant
- Pay and Headteacher’s Performance Management Committee which oversees the performance management system for all staff and works with the external advisor to set and monitor performance targets for the Headteacher.

We also have committees and Terms of Reference to meet if required for matters of pupil discipline, staffing and appeals.

The Governing Body has been supported in exercising its duties during the year by a clerk, commissioned through Cheshire East Council. During the course of this academic year, the Governing Body has been supported by Mrs D Murdoch.

### **Attendance**

Governors have a good attendance record at meetings, particularly since meetings have been planned an academic year in advance. Where Governors are unable to attend, they consistently submit apologies. No meetings throughout the course of this academic year were cancelled because they were not "quorate".

### **The Work of the Governing Body in 2020/21**

During the course of this academic year, both committees have taken time to review and update relevant school policies and note developments on a broader footprint through the Local Authority Director of Children's Services Termly report briefing.

Minutes of Part 1 non-confidential matters are published on the school website for further information.

### **The Full Governing Body has focussed upon;**

- Undertaking a skills audit to identify areas of strength and weakness
- Held school leaders to account for progress and performance in relation to the School Development Plan
- Continued its role as link governors in monitoring particular areas of focus across the school
- Received a termly Headteacher's Report, summarising school improvements and developments

### **The Leadership and Management Committee has focussed upon;**

- Completing the annual return of the School Financial Value Standard (SFVS)
- Reviewing the overall school budget and specific funding streams related to capital expenditure, extended services, Pupil Premium and the PE Sports Grant
- Monitoring the school website to ensure compliance with outlined publication standards
- Review and approve the school's staffing structure
- Received a building and facilities update including priorities moving forward with regards to the site
- Reviewed particular aspects of the School Development Plan

### **The Teaching and Learning Committee has focussed upon;**

- Held subject leaders to account for performance in particular focus areas of
- Received particular updates in relation to children who are registered as Special Educational Needs or Disabilities (SEND).
- Received information on data, targets and assessment across the school, including non-core assessment data
- Reviewed particular aspects of the School Development Plan
- Reviewed the impact of interventions provided for disadvantaged learners and PE Sports Grant

As with broader society and the education sector – the school has continued to work alongside the uncertainties of the global Covid-19 pandemic which has provided significant additional work to leaders and teachers alike, including a sustained period of remote learning in the Spring Term.

Governors are kept up to date with regard to the pandemic in the following particular ways;

- Data Gap Analysis – to understand children’s lost learning
- The School’s Recovery Plan – to understand what adaptations are being made to the curriculum to accommodate lost learning
- Expenditure and Impact of Catch Up Premium – to understand where additional government grants are being spent to impact upon children’s lost learning
- Risk Assessment and Outbreak Management Plan – to be assured of how the school continues to operate safely, in line with the latest government guidance and the actions the school would take if there was an outbreak within school.

**Forward Plans for Governors 20/21**

- Ensure that new members of the Governing Body are adequately supported to fulfil their roles and responsibilities.
- Work alongside the Local Authority to consider site growth plans to provide better accommodation for children’s learning and broader school activity.
- Continue to consider the implications of the Covid-19 pandemic and the associated impact of this upon school operations, children’s education and wellbeing.
- Continue to provide support and accountability to subjects across all of the curriculum, to ensure a consistent Quality of Education.
- To particularly consider the impact of the pandemic upon children’s behaviours and those children with existing vulnerabilities.

**Engaging with the Governing Body and their work**

Stakeholder engagement is important to the Governing Body to quantify the impact of school life and improvements. In the first instance, you are advised to contact Mr George Hayes, Chair of Governors, via the school office.

September 2021