

Annual Governance Statement for the Governing Body of Great Easton C of E VA Primary School
July 2016



In accordance with the Government's requirement for all governing bodies, the 3 core strategic functions of the Great Easton C of E VA 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.

<p>Governance arrangements</p>	<p>The Governing Body of Great Easton C of E VA Primary School was re-constituted in 2014 and is now made up of a total of 14 governors - 1 staff Governor, 2 elected Parent Governors, 1 Local Authority (LA) Governor and 4 Governors appointed by the Diocesan Board of Education (Foundation DBE), 4 Governors that are Foundation P.C.C. 1 Associate Governor and 1 Co-opted Governor who is a member of staff. Foundation DBE Governors are appointed by the Diocesan Board of Education. The P.C.C governors are appointed by the Parochial Church Council and are people who, in the opinion of the PCC, have the skills required to contribute to the effective governance and success of our Christian school. In addition, the Assistant Head is the Associate Governor, there is a Clerk to Governors and the Headteacher.</p> <p>The full Governing Body meets once each term, and we also have a number of committees to consider different aspects of the school in detail. At Great Easton C of E VA Primary we have a Finance and Premises Committee, which focuses on finance and premises matters; a Learning and Teaching Committee (previously known as the Curriculum Committee), a Personnel Pupil and Community Committee and a Pay and Performance Committee. We also have committees that meet if required to consider pupil discipline and staffing matters. See p3 for a list of Governors.</p>
<p>Attendance record of governors</p>	<p>Governors have excellent attendance at meetings and we have never cancelled a meeting because it was not "quorate" (the number of governors needed to ensure that legal decisions can be made). See p4 for details of individual governors' attendance at meetings .</p>
<p>The work that we have done on our committees and in the governing body</p>	<p>The Governing Body has had a particularly busy year, focusing on school improvement and embedding new Governors into their roles. The Learning and Teaching Committee has considered narrowing the gender gap - looking at boys' performance. A lot of work has been undertaken re "vulnerable" children, SEND and PPG - making sure that the grant is spent in an effective way. Additional work has been undertaken re more able children. There has also been a great deal of collaborative work undertaken with DEEP (Dunmow Excellence in Education Partnership).</p>

	<p>The Finance and Premises Committee looks at the maintenance and development of the school premises, and makes decisions about how the school should use the budget. Mr. Pickford has taken on the role of Health and Safety Governor. The caretaking / site manager role within the school has just been reorganized to be performed on a part time basis. Governors are also particularly concerned about safeguarding and we have a Nominated Governor for Safeguarding. Early in the summer term, the Finance and Premises Committee approved the 2015/16 budget plan for the school: we are pleased to report that the school is in a very healthy position financially despite continuing reductions in our budget. We have a small number of maintenance jobs scheduled to be completed over the summer break.</p> <p>One of the roles for the governors is reviewing and agreeing school policies, and this year we have considered a number of key policies, at the Pupil, Personnel and Community committee meeting numerous policies have been considered including Children Missing in Education, Social Media, Medicines and Code of Conduct. We also approved an updated Attendance and Punctuality Policy, as a result of legislation changes that no longer allow schools to authorise term time holidays. The Governing Body recognises the problem that this may cause for some parents, but we are very pleased that attendance figures at the school remain high, although for the first time this year the Headteacher has asked for a fine to be levied for removing children from school to attend a holiday. Staffing changes are also discussed at the PPC meetings along with wider school matters.</p> <p>Minutes of Governing Body and Committee meetings are public documents -you can ask at the school office if you would like to see any of the minutes of our meetings.</p>
<p>Future plans for the governors</p>	<p>We are very pleased with the work that has been undertaken with the DEEP Partnership and believe that working in partnership has a beneficial impact within the school. We are looking forward to this partnership being consolidated and growing in its effectiveness in the coming months.</p> <p>The school underwent a SIAMs Inspection (an inspection by the Church of England Diocesan Board) that had an extremely positive result. With the retirement of Canon Ivy and the appointment of the Rev Goodbody the school is looking forward to working with the Reverend to explore how we as a school can maintain, improve and reinforce our Christian distinctiveness and ethos with a new perspective.</p>
<p>How you can contact the governing body</p>	<p>We always welcome suggestions, feedback and ideas from parents - please contact the Chair of Governors, Mr. Pickford, via the school office. You can see the full list of governors; their attendance at meetings; minutes of governing body meetings and more information about what we do, on the Governors' page of the school website.</p>

GREAT EASTON PRIMARY SCHOOL GOVERNING BODY

COMMITTEE MEMBERSHIP AND GOVERNOR RESPONSIBILITIES - SEPTEMBER 2015

Finance & Premises

Mr. S. Ward (Chair) - Retired July 2016
Mr. R. Pickford
Miss C. Jackman (HT)
Miss H. Miles (non-voting)
Mrs N. French
Mr J. Toyndee

Teaching and Learning

Mrs. K. Scott (Chair)
Mrs. S. Farrow
Mrs. G. Willoughby
Mrs. R. Kesterton
Miss C. Jackman (HT)
Mrs. O. Smith
Miss S. Grant
Mr. L. Smith

Pupil & Personnel & Community

Mrs. T. Henderson (Chair)
Mrs. G. Willoughby
Mrs. R. Kesterton
Mr. R. Pickford
Miss C. Jackman
Mr. J. Toyndee

Pay

Mrs. K. Scott (Chair)
Mrs. T. Henderson
Mr. R. Pickford
Miss C. Jackman

Pupil Discipline - Membership to be determined if there is a requirement for the Committee to meet

Mr. R. Pickford (Chair)

Staff Discipline-Dismissal and Appeals Membership of either Committee to be determined if there is a requirement to meet

Mrs. T. Henderson (Chair)
Mr. R. Pickford (Chair Appeals)

Headteacher's Performance Management

Mr. R. Pickford
Mrs. R. Kesterton

Individual Responsibilities

Child Protection	-	Mrs. K. Scott
SEN	-	Mrs. S. Farrow / Mrs O. Smith
Health & Safety	-	Mr Pickford
Collective Worship	-	Mrs. G. Willoughby

Attendance by Committee 2015/2016 - 4 Meetings

Teaching and Learning	Attendance
R. Kesterton (Chair)	100%
O. Smith	33%
G. Willoughby	66%
S.Farrow	100%
K.Scott	100%
S.Grant	100%
L.Smith	100%
C.Jackman	100%

Pupil, Personnel, and Community	Attendance
T.Henderson (Chair)	100%
R.Kesterton	100%
J.Toynbee	33%
G.Willoughby	0%
C. Jackman	100%

Finance*	Attendance
Stuart Ward (Chair)	100%
R.Pickford	66%
J.Toynbee	66%
N.French	66%
C.Jackman	100%

* Based on 3 meetings up to 15/06/2016

Attendance at Governing Body Meetings 2015/2016

Name	Category	Attendance
Canon Ivy Crawford	Foundation P.C.C.	75%
Mrs. Sue Farrow	Foundation D.B.E.	100%
Mrs. Nicola French	Parent	75%
Miss Sophie Grant	Staff	50%
Mrs. Theresa Henderson	Foundation P.C.C.	100%
Miss Claire Jackman	Headteacher/Staff	100%
Mrs. Rachel Kesterton	Foundation P.C.C.	100%
Miss Holly Miles	Associate	25%
Mr. Robert Pickford (Chair)	Foundation P.C.C.	100%
Mrs. Karen Scott (Vice Chair)	Foundation D.B.E.	50%
Mr. Lawrence Smith	Co-opted	50%
Mrs. Olivia Smith	Foundation D.B.E.	75%
Mr. Jeremy Toynbee	Parent	100%
Mr. Stuart Ward	Local Authority	100%
Mrs. Gillian Willoughby	Foundation D.B.E.	25%

