

**Annual Governance Statement for the Governing Board of
St Andrew's C of E (V.C.) Primary School, Great Yeldham
July 2018**

In accordance with the Government's requirement for all Governing Boards, the 3 core strategic functions of St Andrew's Primary School 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	<p>The Governing Board of St Andrew's C of E (V.C.) Primary School is made up of 11 Governors – 1 Authority Governor, 3 Co-opted Governors (appointed by the Governing Body), 2 Foundation Governors (appointed by the Diocese), 3 Parent Governors (elected by the Parents) and 2 Staff Governors (including the Headteacher).</p> <p>Due to a relocation Mr Bob Ellis resigned from the Governing Board. Mrs Nina Lawrence also resigned and Revd Barbra Hume retired.</p> <p>Mrs Bursell was appointed Chairman of the Governing Board and Mr Lea Vice-Chairman.</p> <p>Mr Andrew Lea and Mrs Jane Lushington joined the Governing Board during this academic year.</p> <p>For continuity, at the end of her term of office Mrs Bursell filled a Co-opted Governor vacancy.</p> <p>The full Governing Board meets twice in the Autumn Term, and once in the Spring and Summer Terms. We also have a number of Committees to consider different aspects of the school in detail. At St Andrew's C of E (V.C.) Primary School we have a Finance, Premises & Personnel Committee, which focuses on finance, premises and some personnel matters, a Curriculum & Pupil Related Committee, and a Pay Committee.</p> <p>We also have Committees that meet if required to consider pupil discipline and staffing matters.</p> <p>Mr Power, Deputy Headteacher, is invited to all Governing Board and Committee Meetings as an Observer.</p> <p>(See details of Governor Membership included in this Statement).</p>
Attendance record of Governors	<p>Governors have good attendance at meetings.</p> <p>(See details of individual Governors' attendance at meetings included in this Statement).</p>
The work that we have done on our committees and in the Governing Board	<p>The Governors have an active role in the school, holding senior leaders to account and helping to shape the strategic direction. During the past year the committees and Governing Board have:</p> <ul style="list-style-type: none"> • Worked collaboratively on the school improvement plan with the teaching staff and LSAs. • Supported during the SIAMS Inspection in February. • Undertaken termly monitoring in line with the school improvement

	<p>plan and fed back visit notes to the committees and staff.</p> <ul style="list-style-type: none"> • Overseen the budget and ensured expenditure is appropriate, balanced and effective. • Supported the School Business Manager with Health & Safety Inspections. • Made decisions on developments within the premises including boiler replacement and external decorations. • Undertaken half termly data meetings, holding the Headteacher to account, and ensuring pupils make expected or better progress. • Monitored SEN and safeguarding requirements. • Approved a range of school policies. • Completed the Performance Management of the Headteacher and made informed decisions in the pay committee for all teaching staff. • Challenged the senior leaders on the standards of teaching across the school and asked relevant questions to ensure underperformance is closely monitored and rapidly improved. Tracked Sports Premium & Pupil Premium spending ensuring that funds are distributed appropriately and pupils meet their targets. • Completed the recruitment process for a new Headteacher September 2018.
<p>Future plans for the Governors</p>	<ul style="list-style-type: none"> • The Governors will continue to maintain the 3 core strategic functions (as noted above). • Fill remaining vacancies on the Governing Board. • Maintain a consistent level of monitoring linked to the school improvement plan. • Prepare for succession of the Chairman during the academic year. • Strengthen Governance so that it moves from Good to Outstanding. • Consider future plans for the schools direction exploring possible academy conversion. • Support the induction of the new Headteacher.
<p>How you can contact the Governing Board</p>	<p>We always welcome suggestions, feedback and ideas from parents – please contact the Chairman of the Governing Board, Mrs Catherine Bursell, via the school office.</p>

St Andrew's C of E (V.C.) Primary School Governing Board 2017-2018

Governor	Category	Term of office expiry date
Mr Robert Ellis – Vice-Chairman of the Governing Board/Chair of Finance, Premises & Personnel Committee/Chair of Pay Committee	Authority Governor	25.02.2018 Left the Governing Board at the end of his term of office VACANCY
Mrs Catherine Shergold	Co-opted Governor	10.12.2018
Mrs Jane Lushington	Co-opted Governor	25.04.2022
Mrs Catherine Bursell – Chairman of the Governing Board	Co-opted Governor	20.09.2021
Mrs Iona Parker – Chairman of the Curriculum Committee	Foundation DBE Governor	25.03.2020
Revd Barbara Hume RETIRED	Foundation Ex-Officio	VACANCY
Mrs Nina Lawrence	Co-opted Governor	RESIGNED – April 2018
Mrs Kelly O’Riordan	Parent Governor	19.11.2019
VACANCY	Parent Governor	-
Mr Andrew Lea – Vice-Chairman of the Governing Board	Parent Governor	10.10.2021
Miss Sarah Houghton	Staff Governor	11.01.2021
Mrs Carrie Prior	The Head Ex Officio	-
Mr Toby Power – Deputy Headteacher	Observer/Advisor	-

St Andrew's C of E (V.C.) Primary School Governors' Attendance Record 2017-2018

Governor	Governing Body Number of Meetings : 6	Finance, Premises & Personnel Number of Meetings : 4	Curriculum Number of Meetings : 3	Pay Number of Meetings : 2
Mr Robert Ellis	3	2	-	2
Mrs Catherine Shergold	6	4	-	2
Mrs Iona Parker	4	-	3	-
Revd Barbara Hume	-	-	-	-
Mrs Nina Lawrence	2	-	-	-
Mrs Kelly O'Riordan	5	-	3	-
Mrs Catherine Bursell	6	2	0	2
Miss Sarah Houghton	5	-	3	-
Mrs Carrie Prior	5	4	2	1
Mr Andrew Lea	4	2	-	-
Mrs Jane Lushington	1	1	-	-