



## Middlewich Primary School Statement of Governance



The 3 core strategic functions of the Middlewich Primary School Governing Board 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***

The Governing Board of Middlewich Primary School was re-constituted in 2012 and is now made up of two staff governors (including the Headteacher), two elected Parent Governors, one Local Authority Governor, who is the Deputy Headteacher at the local secondary school, and eleven Co-opted governors. Co-opted governors are appointed by the Governing Board and are people who, in the opinion of the governors, have the skills required to contribute to the effective governance and success of the school: on our Governing Board one of the co-opted governors is a parent; three are staff members and the remaining five are members of the local community, including a former teacher.

The full Governing Board meets once each term, and we also have three committees to consider different aspects of the school in detail. These are the Safeguarding, Finance & Staffing Committee; the Pupil Welfare, Curriculum and Partnerships Committee; and the Pay Committee. We also have additional committees that meet if required, for example to consider pupil discipline and staffing matters. All governors have additional roles of responsibility as link or leads in specific areas. They meet with key members of staff to evaluate different aspects of the school's work.

See the governor section on the school web site for a list of roles and responsibilities.

### ***Attendance Record of Governors***

Governors have excellent attendance at meetings and we have only needed to cancel one meeting because it was not "quorate" (the number of governors needed to ensure that legal decisions can be made). See attendance document for details of individual governors' attendance at meetings.

### ***The Work of our Committees this Year***

The Governing Body works as a whole, and in the individual committees, maintain a continuous focus on school improvement as identified in the School Development & Improvement Plan.

### **The Pupil Welfare, Curriculum and Partnerships Committee**

This committee monitors the quality of teaching and learning across the school. This year the committee has spent time considering how the school has developed its curriculum delivery in order to meet the high standards expected in the end of key stage assessments. They have also considered how the curriculum has been improved to include more visits and residential trips to develop children's experiences across the school. Unfortunately these did not all take place due to COVID restrictions.

A key part of this committee is to scrutinise and evaluate pupil data. Statutory assessment information as well as 'in-house' data is shared and information for groups of children, and particularly vulnerable pupils such as those in receipt of Pupil Premium funding and those with special educational needs and/or disabilities, is examined. The committee evaluates the impact of the school's provision on pupils' outcomes and this is used as a key measure of success.

Another significant focus of this committee is to monitor well-being, behaviour, and the social, moral, spiritual and cultural aspects of the curriculum.

### **Committee Impact Statements for 2019-20**

#### **Autumn**

This meeting was not quorate and, so, an informal discussion was held. No impact statement recorded.

#### **Spring**

- Received an update on progress with the School Improvement Plan.
- Reviewed reports on attendance and behaviour, and agreed on ways to improve the relevance and effectiveness of the reports.
- Developed their understanding of the curriculum through reports from staff.
- Reviewed actions taken to better support pupils with SEND, and acknowledged the excellent work of the SENDCo.

#### **Summer**

Due to Covid-19, this meeting did not take place.

### **The Safeguarding, Finance & Staffing Committee**

This committee ensures statutory safeguarding policies and practices are fully carried out by the school. It also considers how the school's ethos and curriculum develop children's understanding of how to keep themselves safe including internet safety. Mrs Sumner is the lead safeguarding governor and she meets the designated safeguarding lead teacher to review action plans and any pertinent safeguarding matters.

Furthermore, the committee looks at the school premises and makes decisions about how to maintain and enhance the building and grounds. This includes health & safety, asset management and health & hygiene.

### **Committee Impact Statements for 2019-20**

## **Autumn**

- Considered the school Action Plan and requested that links to the self evaluation are made clear.
- Heard how staff wellbeing is monitored and supported.
- Reviewed the Safeguarding policy to ensure the most up-to-date information is acted upon.
- Reviewed the Fire Drill report and procedures to ensure maximum efficiency and safety.
- Recognised the contribution of one member of staff in their outstanding work with children and families.
- Questioned the school about attendance rates.
- Received a budget update and planned a further working party to discuss options in detail.

## **Spring**

- Reviewed the updated budget figures to assure them that a balanced budget can be set for 2020/21.
- Heard how the School Fund is now being managed.
- Received a report on the H&S review and heard how issues will be addressed.
- Analysed attendance for the whole school, and different groups, and discussed the impact of a stricter approach to absence authorisations.
- Received an update on the School Improvement Plan.

## **Summer**

Due to Covid-19, this meeting did not take place.

This committee also monitors the school budget, which is finally ratified by the full governing board. We continue to carefully manage and balance the budget in these changing times of funding reforms and the school is currently awarded with a 'Good' outcome from the School Financial Value Standard return. All personnel matters are reported and managed through this committee.

## **Pay committee**

This committee has been set up to ratify all pay decisions following performance management reviews.

## ***Policies and Practice***

One of the roles for the governors is to reviewing and agreeing all policies. This year we have reviewed a wide range, including Behaviour Management, Safeguarding, Complaints, Teacher Appraisal, Health and Safety, Whistle Blowing, Special Educational Needs and Curriculum. There is a planned programme for policy review that is followed consistently.

Minutes of Governing Board and Committee meetings are public documents – you can either find them on the Governors' page of our website, ask at the school office or see them on display on the notice board outside the Headteacher's office.

## ***Future Plans for The Governors***

Our annual staff/governor review meeting could not take place in Summer 2020 due to Covid-19 restrictions. The Governing Body is looking forward to working with the staff in 2021 to celebrate our achievements and identify the areas for improvement in the next academic year.

***How you can contact the governing board***

We always welcome suggestions, feedback and ideas from parents – please contact the Chair of Governors, Mr Lee Turner, 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 notice board outside Ms La Porta's office or on Governors' page of the school website.