

Annual Governance Statement for the Governing Body of St Joseph's Roman Catholic Primary School

January 2016

In accordance with the Government's requirement for all governing bodies, the 3 core strategic functions of St Joseph's primary school Governing Body are:

1. Ensuring clarity of vision, ethos and strategic direction, ensuring our distinctive nature as a Catholic school;
2. Holding the Head teacher 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 Body of St Joseph's Catholic Primary School was reconstituted in August 2015 and is made up of:

- 2 staff governors (including the head teacher)
- 4* Foundation governors
- 1* Parent governor
- 1 Local Authority Governor

* We currently have vacancies for 3 Foundation Governors and 1 parent Governor.

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.

Our committees are:

Strategic Management – The purpose of this committee is to plan future meetings and consider items that need to be on the agenda for committee and full governing body meetings.

Leadership and Management Committee – The remit of this committee is: finance, buildings, governance, appraisal, admissions, personnel, leadership and management, complaints, school environment improvement planning, self evaluation, pupil premium and other funding, selection process and remuneration of all new employees, planning, attainment and progress, target setting, pupil premium, RAISEonline, curriculum, literacy and numeracy, Special Educational Needs (SEN), information and communication technology (ICT), lesson observations, tracking of teacher performance,

	<p>continual professional development (CPD).</p> <p>Behaviour, Safety and Wellbeing – The purpose of this meeting is to look at behaviour, safety and wellbeing of pupil’s and also to look at promoting the school and its reputation in the community.</p> <p>Getting to Good Working Body – This committee checks in a regular and systematic way whether or not the school is on course to become good within an 18 month time frame by evaluating the impact of actions taken by leaders to improve aspects of provision and thereby pupil outcomes. Meetings will be arranged to fit around school data collection points which will enable school leaders to provide a regular, up to date picture of pupils’ progress and attainment across all year groups, as well as a progress report of key actions taken and their impact.</p>
<p>Attendance record of governors</p>	<p>Our governors have a good record of attendance at meetings, for each meeting we have to have 3 governors including the Head teacher at Committee meetings and one half of the number of governors in post at the Full Governing Body meetings to ensure that legal decisions can be made – ‘quorate’. Please refer to the Governors webpage for further information.</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, focussing on school improvement. Along with senior leaders our prime focus has been improving on areas identified by Ofsted, however we have also introduced systems which are more about early intervention. Examples of this are the Attendance and Behaviour Panels.</p> <p>As a Governing Body we have received training on data analysis, pupil premium, changes to the Ofsted Framework and we have carried out several visits within the school. This has had the added benefits of talking to all staff and gaining an understanding of the challenges they may have in driving the school forward.</p> <p>Governors discuss key data giving results of pupil achievement and progress, so that we can be sure that</p>

the school is on track to fulfil its targets for all pupils.

The Behaviour and Safety Committee looks at the maintenance and development of the school premises and makes recommendations about how the school should use its budget. We are also concerned about our vulnerable groups of children and we look at how Pupil Premium is being spent by the school and what impact it has on its outcomes.

Representatives from the School Council are invited to attend the full governing body meetings where they have the opportunity to provide updates on school council meetings and ask the governors any questions. This is also a time when they can update governors on their work within the school.

Attendance Panel – The attendance panel has proved to be successful, pupils with below average attendance have been identified early. Parents are invited to come along to the panel and give an explanation of why their child is not attending school regularly or on time. Parents and the panel have worked together to find resolutions and to date most attendance issues have been resolved without need to refer to the statutory Services.

Behaviour Panel – This has been established following the success of the Attendance panel. Although in its early stages it is proving a useful vehicle to support parents and to introduce strategies both in school and at home, which helps pupils, get back on track.

In some areas we are required to have a named governor with specific responsibilities for example Safeguarding and Special Needs. Their prime role is to ensure that the school is doing all that it can for pupils who fall in to these categories. Our Governor for Safeguarding has supported the school in many ways not least of all the introduction of a new recording system.

The Governing body have formal responsibility for the financial management of St Joseph's, and as part of

	<p>this we approve the annual budget which is set by the school. Policies and procedures are in place to ensure that the school achieves Value for Money in their use of the budget.</p>
<p>Future plans for the governors</p>	<p>The Governing Body is looking forward to ways to strengthen the future for the school.</p>
<p>How can you contact the Governing Body</p>	<p>We always welcome suggestions, feedback and ideas from parents – please contact the Chair of Governors via the school office on 01709 710270 You can see a full list of governors; their attendance at meetings and more information on what we do on the Governor’s page of the school website. www.rawmarshstjosephs.co.uk</p>