

Annual Governance Statement for the Governing Board of Reeth Community Primary School and Gunnerside Methodist (Voluntary Controlled) Primary School Federation July 2022

In accordance with the Government's requirement for all governing bodies, the three core strategic functions of Reeth Community Primary School and Gunnerside Methodist (Voluntary Controlled) Primary School Federation 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 Reeth Community Primary School and Gunnerside Methodist (Voluntary Controlled) Primary School Federation was reconstituted in November 2018 and is now made up of:

One Headteacher
One Staff Governor
Two Foundation Governors

Two Parent Governors
One LA Governor
Three Co-opted Governors

The full Governing Board meets on 8 occasions during the school year (3 meetings autumn and spring term, 2 meetings summer term). Each term one of the meetings has an 'Improvement Focus' one has a 'Resource Focus' and the third is an all-encompassing Monitoring & Evaluation meeting.

At the initial meeting of the school year Brenda Price continues as Chair and Keith Webster and Richard Sharp continue as Vice-Chairs.

The Governors have a broad range of skills and expertise which they bring to their roles and also take responsibility for monitoring an aspect of the School Development Plan.

Governor	Skills, interests, experience	Monitoring 2021 – 2022
Brenda Price (Chair)	<ul style="list-style-type: none"> • Personnel and recruitment • Public speaking and event organisation • Buildings maintenance and facilities management • Teaching and Learning • Health and safety • Marketing/Design/PR/Desktop publishing 	<ul style="list-style-type: none"> • Health and safety (accident records) • Pupil progress data analysis • Science & Foundation • School identity
Keith Webster (Vice Chair)	<ul style="list-style-type: none"> • Finance, accounting, legal, purchasing and contracts • Consultancy and problem solving • Personnel and recruitment • Statistics and data analysis • Marketing/Design/PR/Desktop publishing 	<ul style="list-style-type: none"> • Sports premium • Pupil progress data analysis • Curriculum • Differentiation
Richard Sharp (Vice Chair)	<ul style="list-style-type: none"> • Education and teaching • Listening, counselling and communication • Personnel and recruitment • Statistics and data analysis • Growing things 	<ul style="list-style-type: none"> • Metacognition • Pupil progress data analysis • Literacy development • Reading and Writing

Sadie Bainbridge	<ul style="list-style-type: none"> • Administration / Secretarial • Early years • Finance/ Accounting • IT / Computing • Public speaking and event organisation • Logistics 	<ul style="list-style-type: none"> • Termly SEND meetings • Pupil progress data analysis • Behaviour and learning • SMSC & Britain • Priority learners
Mike Keenan	<ul style="list-style-type: none"> • Administration/ Secretarial • Buildings maintenance/ Facilities management • Consultancy/ Problem solving • DIY/Practical work • Finance/ Accounting • IT/ Computers • Legal/Contracts/ Purchasing/Negotiation • Project work/ Implementation • Statistics/ Data analysis 	<ul style="list-style-type: none"> • Pupil progress data analysis • Literacy development • Writing • Maths • Pupil progress data analysis
Gordon Stainsby	<ul style="list-style-type: none"> • Consultancy / Problem solving • Education and teaching • IT / Computing • Personnel and recruitment • Statistics and data analysis • Project work and implementation • Security / Health and Safety 	
Sharon Atkinson	<ul style="list-style-type: none"> • Care work/Social work/Special needs • Early years • Education/Teaching 	<ul style="list-style-type: none"> • Pupil progress data analysis • Reading • Curriculum & assessment
Ian Rowland Hill	<ul style="list-style-type: none"> • Administration/Secretarial • Consultancy/Problem solving • IT/Computers • Listening/Counselling/Communication • Project work/Implementation • Statistics/Data analysis 	<ul style="list-style-type: none"> • Behaviour management • Pupil progress data analysis • Maths
Jackie McCartney	<ul style="list-style-type: none"> • Administration/Secretarial • DIY/Practical work • Finance and accounting • Listening/Counselling/Communication 	<ul style="list-style-type: none"> • Pupil progress data analysis
Pauline Beckett	<ul style="list-style-type: none"> • Administration/Secretarial • Consultancy/Problem solving • DIY/Practical work • Finance and accounting • Personnel and recruitment • Project work/Implementation • Public speaking/event organisation • Statistics/Data analysis • Training/development 	<ul style="list-style-type: none"> • Pupil progress data analysis

Governing Board – Training

Brenda Price, Richard Sharp, Mike Keenan, Pauline Beckett, Sadie Bainbridge and Jackie McCartney Safeguarding training session for governors.

All governors have read Keeping Children Safe in Education.

All governors attended the Preparing Governors for Ofsted Training.

Pauline Beckett attended MAST webinars.

Governing Board Meetings – Annual Overview

Autumn Term

At first meeting of school year:

- Election of Chair and Vice Chair
 - Consider terms of office
 - Declaration forms
- Schedule of meetings for year

Improvement – 28.09.21

- Welcome and apologies
- Declarations of interest / confidential items
- Minutes of last meeting
 - Approval
 - Matters arising
- Governor training
- External evaluation (e.g. SIA, Ofsted)
- Data review
- Feedback from governor visits
- Summer term parent questionnaires
- Self-evaluation (SEF)
- School Development Plan (SDP)
- Timetable for governor visits
- Curriculum matters (e.g. projects, initiatives, visits)
- Policies as appropriate

Resources – 19.10.21

- Welcome and apologies
- Declarations of interest / confidential items
- Minutes of last meeting
 - Approval
 - Matters arising
- Governor training
- External evaluation (e.g. SIA, Ofsted)
- Pupil Premium
- Sport Premium
- Budget monitoring report
- Review outturn of school fund
- Premises
- Health and safety
- Policies as appropriate
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Monitoring & Eval – 02.12.21

- Welcome and apologies
- Declarations of interest / confidential items
- Minutes of last meeting
 - Approval
 - Matters arising
- Governor training
- External evaluation (e.g. SIA, Ofsted)
- Revised budget
- ASP data update
- Headteacher's report
- SEND report
- Feedback from governor visits
- Evaluation of progress against SDP
- Policies as appropriate

Spring Term

Improvement – 20.01.22

- Welcome and apologies
- Declarations of interest / confidential items
- Minutes of last meeting
 - Approval
 - Matters arising
- Governor training
- External evaluation (e.g. SIA, Ofsted)
- Data review
- Feedback from governor visits
- Self-evaluation (SEF)
- School Development Plan (SDP)
- Timetable for governor visits
- Curriculum matters (e.g. projects, initiatives, visits)
- Policies as appropriate

Resources – 17.02.22

- Welcome and apologies
- Declarations of interest / confidential items
- Minutes of last meeting
 - Approval
 - Matters arising
- Governor training
- External evaluation (e.g. SIA, Ofsted)
- Pupil Premium
- Sport Premium
- Budget monitoring report
- Schools Financial Value Standard
- Benchmarking
- Lettings arrangements
- Contracts review
- Premises
- Health and safety
- Policies as appropriate

Monitoring & Eval – 31.03.22

- Welcome and apologies
- Declarations of interest / confidential items
- Minutes of last meeting
 - Approval
 - Matters arising
- Governor training
- External evaluation (e.g. SIA, Ofsted)
- Headteacher's report
- SEND report
- Feedback from governor visits
- Evaluation of progress against SDP
- Policies as appropriate
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Summer Term

Improvement / Resources – 19.05.22

- Welcome and apologies
- Declarations of interest / confidential items
- Minutes of last meeting
 - Approval
 - Matters arising
- Governor training
- External evaluation (e.g. SIA, Ofsted)
- Start budget
- Outturn statement
- Staffing
- Premises
- Health and safety
- Data review
- Feedback from governor visits
- School Development Plan (SDP)
- Timetable for governor visits
- Curriculum matters (e.g. projects, initiatives, visits)
- Policies as appropriate

Monitoring & Eval – 14.07.22

- Welcome and apologies
- Declarations of interest / confidential items
- Minutes of last meeting
 - Approval
 - Matters arising
- Governor training
- External evaluation (e.g. SIA, Ofsted)
- Headteacher's report
- SEND report
- Feedback from governor visits
- Evaluation of progress against SDP
- Annual Governor Statement
- Finalise staffing arrangements
- Policies as appropriate

The work we have done as a governing body – 2021/2022

Governors meetings have this year returned to face to face meetings. The Chair of Governors (Brenda Price) has once again been particularly involved in school leadership, working with Mr Stainsby to make strategic decisions. The continued healthy numbers of pupils at the schools has enabled governors to support the decision to continue with the five class structure, adding to the valuable work done over this year to reduce the impact of lockdown on pupil progress.

Over the past few years Mr Stainsby has worked hard on combining the school's development plan (SDP) and self-evaluation document (SEF) into one working document that evolves over the years as the needs of the school change. In the document a series of actions are set, what their impact might be, the staff that are responsible for these actions and the governor(s) responsible for observing and monitoring progress. These follow up visits by governors are an important and rewarding part of our work that complement the regular meetings we attend. I imagine that visits by governors may seem onerous for teaching staff, however I would like to reassure the staff team that our role is only to provide evidence for the SEF/SDP rather than a management role. Consequently, on behalf of the governors, I would like to thank all staff for taking the time to prepare for our visits. I have been made very welcome in school and really enjoy the insight into school life. Finally, without exception, what we observe is a calm, busy environment where pupils are very safe and able to make great progress. Children can't hide the truth, and my favourite parts of the visits are the question and answer sessions with them. They are very communicative and complimentary about their school, and they are also very honest when things aren't happening (yet).

The school has achieved a good attendance over the year (94.7%), in the context of a year of increased absence due to of COVID. While it might appear from the outside that school-life has returned to normal, this is far from the truth. It has been a very challenging year for the school, as staff have worked way over and above to try to address the enormous impact of the long lockdowns and periods of home-learning on pupil progress. The year ahead (2022-2023) will bring its own set of challenges, with the prospect of a large chunk of the schools budget looking likely to be required for electricity and heating. Additionally, we have the prospect of academisation, since the government has mandated that all schools will be academies over seen by a multi- academy trust (MAT) rather than a local education authority by 2029.

We would all like to thank Ian-Rowland Hill for his valuable input to the school as a parent governor. Unfortunately for us his time of service has ended.

How to contact your governing board

Information about the school's governing board is available on the governors' page of the school's website <http://reethandgunnerside.org.uk/governors/>

Reeth Community Primary School and Gunnerside Methodist (Voluntary Controlled) Primary School Federation Governing Board – Membership

Governor	Category	Term of office expiry date
Brenda Price - (<i>Chair</i>)	Co-opted	November 2022
Keith Webster - (<i>Vice Chair</i>)	Co-opted	November 2022
Richard Sharp - (<i>Vice Chair</i>)	Local Authority	March 2022
Gordon Stainsby – (<i>Headteacher</i>)	Headteacher	N/A
Sadie Bainbridge	Parent	March 2025
Mike Keenan	Co-opted	November 2022

Ian Rowland Hill Sharon Atkinson Jackie McCartney Pauline Beckett	Co-opted Staff Foundation Foundation	September 2022 August 2022 January 2024 August 2024
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Reeth Community Primary School and Gunnerside Methodist (Voluntary Controlled) Primary School Federation Governors' Attendance Record for 2021–2022 (%)

Governor	FGB
Brenda Price (Chair)	86%
Keith Webster (Vice Chair)	71%
Richard Sharp (Vice Chair)	100%
Gordon Stainsby	100%
Sadie Bainbridge	100%
Mike Keenan	86%
Ian Rowland Hill	71%
Sharon Atkinson	71%
Jackie McCartney	86%
Pauline Beckett	71%

The clerk keeps a record of governors' attendance at meetings; details of attendance can be found on page 1 of the minutes of each meeting.
 Meetings need to be 'quorate' to ensure that decisions can be made.
 The Full Governing Board has approved all absences.