

**Annual Governance Statement for the Governing Body of
Millfields Primary School and Nursery
July 2015**

In accordance with the Government's requirement for all governing bodies, the 3 core strategic functions of Millfields Primary School and Nursery's 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.**

Governance arrangements

The Governing Body of Millfields Primary School and Nursery was re-constituted in 2015 and is now made up of two staff governors (including the Headteacher), four elected Parent Governors, one Local Authority Governor and four Co-opted governors. Co-opted governors are appointed by the Governing Body and are people who, in the opinion of the governing body, have the skills required to contribute to the effective governance and success of the school: on the Governing Body are members of the local community, including a headteacher at the local secondary school. There have been a few changes to the governing body this year with three Governors leaving us after between 2-8 years and the recruitment of two new Governors.

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 Millfields Primary we have a Resources Committee, which focuses on finance, premises and some personnel matters; an Achievement and Standards Committee, and a Performance Management Committee. We also have committees that meet if required to consider complaints pupil discipline and staffing matters. See p3 for a list of Governors.

<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>This year the governors have set up a new monitoring role to gain a better understanding of key areas of the curriculum and student progress and wellbeing. This has involved meeting with the subject leaders to review the action plans in place, monitor progress throughout the year and see the impact of the new curriculum and assessment process. This has helped us when reviewing the data provided by the school and will help us to benchmark against similar schools both locally and nationally. Governors responsible for these areas are; James Murray – Maths, Lisa Tonge – Literacy, Jill Taylor – Pupil Premium, Richard Harrison – Early Years Foundation Stage (EYFS) and Nicola Booth – Special Educational Needs and Disabilities (SEND).</p> <p>The quality of teaching and learning is also reviewed by our School improvement Partner who meets with governors.</p> <p>The governors have also requested for two reviews to be carried out on the schools provision for pupil premium and safeguarding. Both were very positive and suggested actions which have been carried out. A strength noted on the Pupil Premium Review by Janine Edward, Assistant Head Teacher at Malbank School was <i>“The governing body are supportive and challenging, strong working relationships are evident.”</i></p> <p>The Achievement and Standards Committee has spent time considering the introduction of a new assessment process that was introduced at the beginning of the year. Governors also discussed key data giving the results of pupil achievement and progress, so that we can be sure that the school is on track to fulfil its ambitious targets for all pupils. This has been particularly challenging this year to both</p>

staff and governors with the new assessment process being introduced. We are also concerned about our “vulnerable groups” of children and focus on how the Pupil Premium Grant is being spent by the school and what impact this has on their outcomes. We now have a named governor responsible for this area. Ensuring that pupils regularly attend school is also very important and we have a dedicated governor, Arthur Moran, who monitors this.

The Resources Committee looks at the maintenance and development of the school premises, and makes decisions about how the school should use the budget.

Arthur Moran, along with Deborah Robb, are the Health and Safety Governors and a review was carried out by the Local Authority in the summer term with excellent feedback being received.

Governors are also particularly concerned about safeguarding and we have a Nominated Governor for Safeguarding (Deborah Robb) who gives an annual report to the governors about any safeguarding matters. Early in the summer term, the Resources Committee approved the 2015/16 budget plan for the school: we are pleased to report that the school is in a healthy position financially.

One of the roles for the governors is reviewing and agreeing school policies, and this year we have considered a number of key policies, including Safeguarding, Whistleblowing, Special Educational Needs (SEND), Attendance Management, Premises Management, Health & Safety and Stress Management.

We have also been involved in the recruitment of two new teachers, one to cover maternity leave.

Minutes of Governing Body and Committee meetings are public documents – you can either find them on the Governors’ page of our website or you can ask at the school office if you would like to see any of the minutes of our meetings.

Future plans for the governors	With the careful management of the school budget we have been able to set aside money, over the last three years, to be used towards an extension to the school premises. We are now having plans drawn up with a view to the work being completed next year. The extra space will be invaluable for teaching interventions, a library and an area for music lessons and the band to practise.
How you can contact the governing body	We always welcome suggestions, feedback and ideas from parents – please contact the Chair of Governors, Jill Taylor, 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.

Millfields Primary School and Nursery Governing Body

Governor	Category	Term of office expiry date
Nicola Booth	Co-Opted Governor	16/07/2016
Trevor Cornes	Co-Opted Governor	December 2015
Richard Griffiths	Parent Governor	December 2015
Richard Harrison	Parent Governor	16/10/2016
Arthur Moran	Local Authority Governor	10/07/2019
James Murray	Co-Opted Governor	30/03/2019
Deborah Robb	Co-Opted Governor	30/03/2019
Clare Swindley (Deputy Headteacher)	Staff Governor	16/10/2016
Jill Taylor (Chair of Governors)	Parent Governor	03/11/2017
Lisa Tonge	Parent Governor	03/11/2017
Jeanette Walker	Co-Opted Governor	31/05/2016
Helen Williams	Co-Opted Governor	Resigned July 2016
Amanda Malam	Co-opted Governor	21/03/2019
John Priest	Parent Governor	21/03/2019
Phil Whelan (Headteacher)	Staff Governor	Ex officio

Millfields Primary School and Nursery Governors' Attendance Record for 2015-2016

Governor	Full Governing Body	Resources Committee	Achievement & Standards
Nicola Booth	1/3 2/3	n/a	2/3
Richard Harrison	2/3	n/a	3/3
Amanda Malam	2/2	n/a	2/2
Arthur Moran	3/3	3/3	n/a
James Murray	1/3	n/a	3/3
John Priest	2/2	0/1	n/a
Deborah Robb	3/3	3/3	n/a
Clare Swindley	3/3	1/1	n/a
Jill Taylor	3/3	2/3	3/3
Lisa Tonge	3/3	n/a	2/3
Jeanette Walker	2/3	2/3	n/a
Helen Williams	1/3	n/a	1/3
Phil Whelan	3/3	3/3	3/3