



## Annual Governance Statement for the Governing Body of Holmesdale Infant School To 31<sup>st</sup> August 2020

In accordance with the Government's requirement for all governing bodies, the three core strategic functions of Holmesdale Infant School 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 Holmesdale Infant School is made up of:

- 3 Parent Governors
- 1 LA Governor
- 1 Staff Governor
- 1 Headteacher
- 3 Co-opted Governors

The range of skills required to contribute to the effective governance and the success of the school include:

- Strategic leadership
- Accountability
- People
- Structures
- Compliance
- Evaluation
- Positive contribution

The Governing Body meets 6 times a year. There are no sub-committees.

### **Attendance record of governors**

A record is kept by the clerk to the Governing Body of governors' attendance at meetings, details of attendance can be found on page 3.

Meetings need to be 'quorate' to ensure that decisions can be made.



### **The work we have done in the Governing Body meetings**

- School Improvement
- Pupil attainment and progress
- Monitoring activities
- Financial management
- Policy review

The Governing Body assesses its impact at the end of each meeting and agrees what has been achieved in holding the Headteacher accountable and moving the school forward to ensure the ethos and strategic direction is being met.

Approved minutes of all meetings are available on request.

### **Strategic Planning for the future**

The governors have actively participated in school to help achieve the school's planned priorities.

- Attend INSET Day in September to discuss and agree the School Improvement Plan
- Monitor progress towards the School Improvement Plan targets in governors meetings.
- Receive reports from the Headteacher with regards to attainment and progress.
- Ensure that the attainment / progress targets set are achievable and pupils make progress to the best of their ability.
- Visiting the school to observe activities and meet with the staff member responsibility for the governor's responsibility area.
- Receive reports for governor responsibility area.
- Ensure that the Headteacher / School Business Officer utilises the budget to gain best value.
- Monitor spending to avoid a deficit budget.
- Ensure that the budget reflects spending identified in the School Improvement Plan.
- All statutory policies are reviewed by the Governing Body.
- Non statutory policies are reviewed in accordance with their review date.



**The Holmesdale Infant School Governing Body – membership**

| <b>Governor</b>     | <b>Category</b>           | <b>Term of office expiry date</b> |
|---------------------|---------------------------|-----------------------------------|
| Mrs Dawn Curry      | Co-opted Governor (Chair) | 09.03.2020                        |
| Mrs Angela Chappell | Co-opted Governor         | 27.11.2021                        |
| Mrs Eileen Charlton | Co-opted Governor         | 05.07.2023                        |
| Mr Frank Stainton   | Parent Governor           | Resigned                          |
| Mrs Sarah Dunkley   | Parent Governor           | 20.10.2019 (expired)              |
| Mrs Diane Prest     | Parent Governor           | Resigned                          |
| Mrs Sarah Lockwood  | Headteacher               | Upon leaving                      |
| Mrs Katie Wileman   | Staff Governor            | 22.09.2023                        |
| Mrs Louise Sancho   | Parent Governor (new)     | 8.12.2023                         |
| Mrs Susan Whitfield | Parent Governor (new)     | 8.12.2023                         |
| Mrs Michelle Emmens | LA Governor (new)         | 10.12.2023                        |

**The Holmesdale Infant School Governors' Attendance record for (dates 1<sup>st</sup> September 2019 and to 31<sup>st</sup> August 2020) (% or x out of y attended)**

| <b>Governor</b>     | <b>FGB meetings</b> |
|---------------------|---------------------|
| Mrs Dawn Curry      | 100% (3 out of 3)   |
| Mrs Angela Chappell | 100% (3 out of 3)   |
| Mrs Eileen Charlton | 100% (3 out of 3)   |
| Mr Frank Stainton   | 100% (3 out of 3)   |
| Mrs Sarah Dunkley   | 0% (0 out of 1)     |
| Mrs Sarah Lockwood  | 100% (3 out of 3)   |
| Mrs Katie Wileman   | 100% (3 out of 3)   |
| Mrs Louise Sancho   | 100% (2 out of 2)   |
| Mrs Susan Whitfield | 100% (2 out of 2)   |
| Mrs Michelle Emmens | 0% (0 out of 1)     |