



The Governance Statement

In January 2014 the Department for Education published departmental advice in relation to the School Procedures regulations 2013. A number of additional recommendations, not mentioned in the Procedures regulations, were made in the advice document, **including reference to the publication of an annual governance statement.**

It is also good practice for the board to publish an annual governance statement (as academy trusts are required to do through the Accounts Direction) to explain how it has fulfilled its responsibilities – particularly in relation to its core functions, including:

- *the governance arrangements that are in place, including the remit of any committees;*
- *the attendance record of individual governors at board and committee meetings; and*
- *an assessment of the effectiveness and impact of the board and any committees with details of any particular challenges that have arisen.*

Whilst accepting that the publication of a governance statement is not mandatory, it is good practice and an effective way for governors to demonstrate that their accountability to parents, at least annually.

Annual Governance Statement for the Governing Board of Buxton Primary School Produced January 2018		
<p>In accordance with the Government’s requirement for all governing bodies, the 3 core strategic functions of Buxton Primary School Governing Board are:</p> <ol style="list-style-type: none"> 1. Ensuring clarity of vision, ethos and strategic direction; 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. 		
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%; padding: 5px;">Governance arrangements</td> <td style="padding: 5px;"> The Governing Board of Buxton Primary School was re-constituted in 2015 and is now made up of 2 staff governors (including the Headteacher), 2 elected Parent Governors, 1 Local Authority Governor, 3 Trust Governors and 2 Co-opted governors. Co-opted governors are appointed by the Governing Board and are people who, in the opinion of the governing Board, have the skills required to contribute to the effective governance and success of the school: on our Governing Board we have two co-opted Governors. </td> </tr> </table>	Governance arrangements	The Governing Board of Buxton Primary School was re-constituted in 2015 and is now made up of 2 staff governors (including the Headteacher), 2 elected Parent Governors, 1 Local Authority Governor, 3 Trust Governors and 2 Co-opted governors. Co-opted governors are appointed by the Governing Board and are people who, in the opinion of the governing Board, have the skills required to contribute to the effective governance and success of the school: on our Governing Board we have two co-opted Governors.
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	<p>The full Governing Board meets once each term, and we also have two committees to consider different aspects of the school in detail. At Buxton Primary we have a Management Committee, which focuses on finance, premises and personnel matters; and a Pupils and Curriculum Committee, which focuses on curriculum, Standards and pupils related issues. We also have committees that meet if required to consider pupil discipline and staffing matters.</p> <p>See p4 for a list of Governors.</p>
<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 p5 for details of individual governors’ attendance at meetings.</p>
<p>The work that we have done on our committees and in the governing Board</p>	<p>The Governing Board has had a particularly busy year, preparing for and supporting the school through, an Ofsted Inspection. We were all delighted with the overall Outstanding Outcome. We continue to focus on our Action Plan to improve our Early Years provision. We recognise how important it is that our youngest children have the opportunity to learn through play, discovering and practising new skills through a wide variety of experiences both indoors and outdoors. They need to be challenged and stimulated through an exciting environment. This process has already begun and more developments are planned for the months ahead.</p> <p>The greatest challenge for the Governing Board this year has been to manage the recruitment of a new Headteacher for the School. After 9 years committed service to the school, the current Headteacher moves on to pastures new. After a rigorous recruitment process, a successor has been appointed to continue to ensure the school grows and provides an exceptional all round education to all children. Governors also support the recruitment of other staff in school. This year we have recruited two new class teachers and various support staff. Governors and Senior Leaders work together well to ensure all staff support the growth and development of all children.</p> <p>The Pupils and Curriculum Committee has spent time focusing on the development of the Middle Leadership role, all subject leaders have reported to Governors on a range of aspects about their Subject. The school has implemented a new ‘Tracking System’ to monitor children’s academic attainment and progress; all middle leaders scrutinise this data and use this to identify pupil need.</p> <p>The Management Committee looks at the maintenance and development of the school premises, and makes decisions about how the school should use the budget. Our Premises Governor carries out regular checks of the premises with the school’s caretaker, and Business Manager.</p>

	<p>Governors are also particularly involved in all aspects of school safety and we have a Nominated Governor for Safeguarding who completes an annual report to the governors about any safeguarding matters.</p> <p>Governors also support the Headteacher in producing annual reports for Child Protection/Safeguarding and Special Educational Needs.</p> <p>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 Behaviour Management and Safeguarding.</p> <p>Minutes of Governing Board 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.</p>
<p>Future plans for the governors</p>	<p>The Governing Board is made up of 10 individuals who collectively have the skills and expertise to support and challenge the school. Governors do this exceptionally well. Currently we have no vacancies, as we have welcomed two new Governors within this year. Training is regularly undertaken to ensure skill levels are kept fresh, and knowledge is updated and current.</p> <p>Governors make an extremely positive impact on the school and its’ achievements. They are able, and regularly do, hold leaders to account and triangulate the information they are given. They are skilled enough to know where to target their monitoring to ensure the education provided to pupils is as good as it can be.</p> <p>The Governing Board’s aim is to ensure this level of support and challenge continues, despite changes to individuals. Governors will ensure this occurs through induction focused on continuing support.</p> <p>Governors recognise that succession planning for Governance is as essential as succession planning for senior leaders.</p> <p>Governors have also been instrumental through the expansion of the school – moving from 93 NOR in 2009 to 207 NOR January 2018. The school is almost at capacity (210 NOR), with our last smallest cohort being Year 2 (26 pupils). We have a predicted intake of 30 new Reception children starting in September 2018, meaning the school is almost at capacity. Governors will continue to ensure that regardless of changes to the school the high Standards and provision enjoyed by pupils at the school remains constant.</p>
<p>How you can contact the governing Board</p>	<p>We always welcome suggestions, feedback and ideas from parents – please contact the Chair of Governors, via the school office. You can see the full list of governors; their attendance at meetings; minutes of governing Board meetings and more information about what we do, on the Governors’ page of the school website.</p> <p>The Chair of Governors has a direct email for any parent who wishes to contact him directly: chairofgovs@buxton.norfolk.sch.uk</p>

Buxton Primary School Governing Board 2016/2017

Governor	Category	Term of office expiry date
Matthew Fruish	Trust Governor (Chairman)	17/12/2019
Kathryn Curtis	LA Governor (Vice-Chair)	01/10/2018
Deborah Leahy	Staff Governor (Headteacher)	N/A
Joanna Birks	Staff Governor	13/09/2019
Alison Moore	Trust Governor	31/12/2018
Jason Sexton	Trust Governor	17/01/2020
Amanda Haslam (Resigned 31/08/17)	Co-Opted Governor	10/09/2019
Charmaine Hannant (Joined 16/11/15)	Parent Governor	15/11/2019
Caroline Allen (Joined 14/12/15 – resigned 23/05/17)	Parent Governor	13/12/2019
David Hagan-Palmer (Joined 18/09/16)	Co-Opted Governor	17/09/2020

Buxton Primary School Governors' Attendance Record for 2016/2017

Governor	Full Governing Board	Management Committee	Pupils and Curriculum
Matthew Fruish	85.71%	100%	100%
Kathryn Curtis	100%	100%	N/A
Deborah Leahy	100%	100%	100%
Alison Moore	100%	83.33%	N/A
Jason Sexton	71.43%	N/A	83.33%
Amanda Haslam (resigned 31/08/17)	71.43%	N/A	50%
Joanna Birks	100%	N/A	83.33%
Charmaine Hannant	57.14%	33.33%	N/A
Caroline Allen (Resigned 23/05/17)*	83.33%	N/A	40%
David Hagan-Palmer (Joined 18/09/16)*	100%	80%	N/A

*Governors % attendance accurate from when joined/resigned

Pupils and Curriculum Committee Members 2016/17

Matthew Fruish	Trust Governor (Chair)
Jason Sexton	Trust Governor
Amanda Haslam	Co-Opted Governor (resigned 31/08/17)
Joanna Birks	Staff Governor
Deborah Leahy	Staff Governor (Headteacher)
Caroline Allen	Parent Governor (resigned 23/05/17)

This committee will form the statutory committees specifically relating to pupils, and any appeals for the management committee.

Management Committee Members 2016/17

Kathryn Curtis	LA Governor (Chair)
Matthew Fruish	Trust Governor
Alison Moore	Trust Governor
Deborah Leahy	Staff Governor (Headteacher)
Charmaine Hannant	Parent Governor
David Hagan-Palmer	Co-Opted Governor (joined 18/09/16)

This committee will form the statutory committees specifically relating to staff, and any appeals for the pupils and curriculum committee.

As Chairman, Matthew Fruish will not sit on any appeals.

In the event of there being insufficient 'impartial' Governors to form the statutory committees or appeals committees, then Buxton Primary will approach other Governing Bodies to request support.

PECUNIARY INTERESTS

Each year Governors complete a Pecuniary Interests Form. This year there was one declaration – Matthew Fruish, who is married to a member of staff.