



Building Foundations Together
for a Bright Future



The Governance Statement

Annual Governance Statement for the Governing Board of Buxton Primary School Produced February 2021

In accordance with the Government's requirement for all governing bodies, the 3 core strategic functions of Buxton Primary School Governing Board are:

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.**

Governance arrangements

The Governing Board of Buxton Primary School is made up as follows:

- 2 staff governors (including the Headteacher)
- 2 elected Parent Governors
- 1 Local Authority Governor
- 1 Trust Governors
- 4 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 four co-opted Governors.

Before lockdown in March 2020, the full Governing Board met once each term, and we also had two committees to consider different aspects of the school in detail. At Buxton Primary we had a Management Committee, which focused on finance, premises and personnel matters; and a Pupils and Curriculum Committee, which focused on curriculum, standards and pupils related issues. We also had committees that met if required to consider pupil discipline and staffing matters.
See p4 for a list of Governors.

	<p>Since lockdown we have temporarily disbanded the Management and Pupils and Curriculum committees and are operating exclusively in full Governing Board meetings. All our meetings are via Zoom.</p>
Attendance record of governors	<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>
The work that we have done in the governing board	<p>The Governing Board has spent much of the year supporting senior leaders in the management of the COVID-19 pandemic. This has involved the approval of risk assessments and re-opening plans.</p> <p>Our new ‘nurture’ cabin has been constructed.</p> <p>The school’s vision and ethos together with school values have been revised.</p> <p>Governors have reviewed key data following the school’s re-opening in September.</p> <p>Policies have been reviewed and agreed in accordance with our policy timetable.</p> <p>Governors have undertaken monitoring visits in accordance with their annual monitoring schedule, via Zoom.</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>
Future plans for the governors	<p>The Governing Board is made up of individuals who collectively have the skills and expertise to support and challenge the school. Governors do this exceptionally well. Training is regularly undertaken to ensure skill levels are kept fresh, and knowledge is updated and current.</p> <p>We currently have two vacancies on the Governing Board and have delayed filling these due to the Covid-19 pandemic.</p> <p>The Vision for Governance for the future of the school is to ensure a full complement of pro-active, knowledgeable and well trained</p>

	<p>Governors. This will ensure the Governing Board can continue to fully meet its statutory obligations.</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. Governors recognise that succession planning for Governance is as essential as succession planning for senior leaders.</p>
How you can contact the governing board	<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 her directly: chairofgov@buxton.norfolk.sch.uk</p>

Buxton Primary School Governing Board and Attendance Record for 2019/2020

Governor	Category	Term from	Term to	Full	Management	Pupil & Curriculum
Kathryn Curtis	LA Governor (Chair)	02/10/2018	01/10/2022	100%	100%	100%
Imran Khan	Staff Governor (Headteacher)	01/04/2018		100%	100%	100%
Charmaine Hannant	Parent Governor	15/11/2019	14/11/2023	75%	67%	N/A
Madeleine Dimsey	Co-Opted Governor	17/10/2017	16/10/2021	75%	100%	N/A
David Hagan-Palmer	Co-Opted Governor	18/09/2018	17/09/2022	63%	67%	N/A
Karl Barker-Ottley	Parent Governor	06/02/2018	05/02/2022	63%	N/A	100%
Alison Verney	Staff Governor	01/09/2018	31/08/2022	25%	N/A	100%
Clare Broughton	Trust Governor	27/11/2018	26/11/2022	100%	N/A	100%

Pupils and Curriculum Committee Members 2019/20

Kathryn Curtis	Trust Governor
Imran Khan	Staff Governor (Headteacher)
Karl Barker-Ottley	Parent Governor
Clare Broughton	LA Governor
Alison Verney	Staff Governor

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

Management Committee Members 2019/20

Kathryn Curtis	Trust Governor (Committee Chair)
Imran Khan	Staff Governor (Headteacher)
Charmaine Hannant	Parent Governor
David Hagan-Palmer	Co-Opted Governor
Madeleine Dimsey	Co-Opted Governor

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

As Chair of Governors, Kathryn Curtis 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 Boards to request support.

PECUNIARY INTERESTS

Each year Governors complete a Pecuniary Interests Form. This year there was one declaration – David Hagan-Palmer, who is also a Governor at another local school.

Current Governing Board 2020/21

Pupils and Curriculum Committee Members

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Imran Khan	Staff Governor (Headteacher)
Karl Barker-Ottley	Parent Governor (Committee Chair)
Clare Broughton	LA Governor
Alison Verney	Staff Governor

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Management Committee Members

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