

## Annual Governance Statement

Annual Governance Statement of the Governing Body of St Joseph's Catholic Primary School,  
Poole October 2016

### Our Mission Statement:

Together we will do our best for Jesus

We work hard to provide an environment which is secure, stimulating and happy, and where everyone is appreciated and enabled to give of their best.

We encourage all to have respect for each individual, to be honest, tolerant, just and forgiving and to develop a closer relationship with each other and through this a closer relationship with God.

In accordance with the Government's requirement for all Governing Bodies, the three core strategic functions of the Governing Body of St Joseph's Catholic Primary School 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 Local Governing Body of St. Joseph's Catholic Primary School is delegated by the Board of the Plymouth CAST multi-Academy Trust to take responsibility for the running of the school in accordance with the Scheme of Delegation (available via the Plymouth CAST tab on this website). The Governing Body has 16 members in total. These are made up of elected Staff Governor, the Headteacher and one Co-opted Governor, three elected Parent Governors, 1 Local Authority Governor and 9 Foundation Governors. Foundation Governors are appointed by the Diocese of Plymouth. Governors co-opted by the Governing Body 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.

Our Governing Body overall has eight members who have children in the school and three who are staff members, whilst the remaining members (bar the LA Governor) belong to the local Catholic community. The Full Governing Body meets twice each term. We have two main committees to consider different aspects of the school in detail. At St. Joseph's Primary we have a Resources Committee, which focuses on finance, premises and personnel matters, and a Teaching, Learning and Curriculum (TLC) Committee which looks at all aspects of learning and teaching within St. Joseph's including Special Educational Needs (SEN). A separate subcommittee of the TLC committee specialises in safe-guarding. We also have Statutory sub-committees that meet annually to review admissions and pay, and those that will meet on a needs basis covering Staff Dismissal, Staff Dismissal Appeal and Pupil Discipline & Exclusion.

### Attendance record of governors

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).

### The work that we have done on our committees and in the governing body

Governors attend regular training provided by both Plymouth CAST and the Local Authority which allows them to keep fully abreast of the Governor responsibilities expected of them.

The Resources Committee looks at the maintenance and development of the school premises, and makes decisions about how the school should use the budget. The school's budget now exceeds £1 million and is handled day to day by our Finance Manager, under the direction of the Headteacher, and monitored by members of the Resource Committee. Costs are carefully reviewed through monthly budget reports, best value and specific benchmarking exercises which allows the school to compare itself to similarly sized schools in our area.

The TLC Committee has spent time considering the introduction of the new curriculum and the impacts that this continues to have, and governors also discuss 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. 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.

Nominated Governors monitor various areas of school life including Health & Safety, Safeguarding and SEND, Disadvantaged Children, Maths, RE (the religious life of the school), Equality/British Values, Early Years and Foundation Stage, Newly Qualified Teachers action and development, Lower Ability Readers in KS2, and Raising Attainment in Year 2. These are all areas for action within the School Improvement Plan.

Governors are also particularly concerned about safeguarding and we have a Nominated Governor for Safeguarding (Mark Painter) who gives a termly report to the governors about any safeguarding matters, and also monitors the effectiveness of interventions for our disadvantaged pupils. Brian Melrose is our Health and Safety Governor and he carries out termly checks of the premises with the school's site manager.

One of the roles for the governors is reviewing and agreeing school policies, of which there is a whole suite. Since the school converted to Academy status as a member of Plymouth CAST, many policies are now CAST-wide, formulated and reviewed by the Board of Directors. Some are reviewed annually and others every three years. The frequency and date of last review are indicated on each individual policy. All policies are available on this website.

The Governing Body monitors and evaluates the progress of the School Strategic Plan. Minutes of Governing Body and Committee meetings are public documents – 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**

The Governing Body is looking to further develop stakeholder engagement, for example, liaising more with the pupils on School Council and trying to ensure more involvement of more parents and an even greater presence of Governors in school.

**How you can contact the governing body**

We always welcome suggestions, feedback and ideas from parents – please contact the Chair of Governors, Hugh Fogarty, via the school office. You can see the full list of governors and more information about what we do on the Governors' page of the school website.

