

**Annual Governance Statement for the Board of Governors of
Cookridge Holy Trinity Church of England (VA) Primary School
2021/2022**

In accordance with the Government's requirements for all governing bodies, the 3 core strategic functions of the Board of Governors 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

Our Governing Body

The Board of Governors at Cookridge Holy Trinity is made up of the Headteacher, 1 Staff Governor, 9 Foundation Governors, 1 Local Authority Governor and 3 Parent Governors. The Foundation Governors are appointed by the Parish Council of Cookridge Holy Trinity Church. The Parish Priest at Cookridge Holy Trinity Church is appointed, ex-officio, but is counted as one of our 9 Foundation Governors.

The full Governing Body has met 4 times this year, with 1 meeting scheduled for July 2022 to review SATS results and vote to prepare the Governing Body structure for the next academic year. The impact of the Covid 19 pandemic has continued to present challenges over the past year and, in accordance with the school's risk assessment, we have continued to meet virtually until the most recent meeting in May 2022. Governors have continued to visit school, as and when appropriate, in line with Covid guidelines e.g. for face-to-face staff interviews, and have recommenced in-person monitoring visits as part of the Teaching and Learning Committee agenda. Each committee has continued to meet once every half-term, or more often when there were urgent matters to be discussed.

The committees were:

* Resources: finance and staffing

* Teaching, Learning and Inclusion: monitors standards of teaching and pupil performance and progress, including monitoring provision for groups such as Special Educational Needs and monitoring work done with our more able pupils

* Built Environment: the focus is on premises, health and safety and the development of our school environment

* Christian Ethos: to monitor teaching in Religious Education and religious practices within school whilst strengthening relationships with our church community at Holy Trinity

Governor Roles

Specific responsibilities were allocated to individual governors to ensure that government guidelines were met and that, as a school, we were following all statutory policies. These roles were as follows:

Attendance

Children Looked After

Child Protection and Safeguarding

Cluster/Trust

Early Years Foundation Stage

Equalities

Governor Development

Health and Safety

Pupil Premium

SEND (Special Educational Needs and Disability)

Sports Premium

GDPR (General Data Protection Regulation)

Complaints

Attendance

This year governor attendance continued to be good but with changing membership and changing circumstances for some existing governors, the start time of meetings has been under review eg. due to low attendance at the Teaching and Learning Committee meetings and the fact that one of our Built Environment meetings has been non-quorate. Working and meeting remotely continues to be an option, where necessary, and has facilitated increased governor attendance.

Review of Work Carried Out This Year

We have continued to ensure that the whole school is working towards our next goal: to be judged as an outstanding primary school. Our Section 5 visit has been delayed due to Covid 19.

In each of the committees we questioned and challenged the Headteacher and the Senior Leadership Team to ensure that all aspects of school life were being evaluated continuously, thus optimizing the educational performance and progress of all children in school. We received clear information from the Headteacher and the Senior Leadership Team regarding the progress of children and the standards of teaching. The School Development Plan and the School Evaluation Plan have been regularly reviewed and, at times, challenged by the Governing Body.

The Christian Ethos Committee has continued to work to build on our outstanding SIAMS inspection in 2020.

Resources Committee

* An annual budget was set for the financial year, from April to March the following year, and forecasts were produced for the 3 subsequent years. This was scrutinized by the committee to ensure that funds were utilized to ensure fulfilment of the objectives of the School Development Plan. We have continued to ensure there is a surplus for capital bids, if required, whilst constantly reviewing expenditure against an increasingly tight budget.

Note: Final approval of the budget is a matter for the full Governing Body. The budget must balance or produce a small surplus. The expenditure and income are monitored against the agreed annual budget on a monthly basis. This was approved at the Full Governing Body meeting on 16th May 2022.

- * A similar budgetary process has been followed for the Before and After School Club. Government schemes have been utilised throughout the Covid 19 pandemic to support the continuation of this provision.

- * Pupil Premium and Sports Premium expenditure were monitored.

- * The committee has benchmarked financial performance against similar schools. Best value reviews have been regularly undertaken.

- * Financial standards and committee member competencies have been monitored and certified and will continue to be so on an annual basis.

- * Members of the committee served, as required, on selection panels for all appointments made within the school. Since our last report, we have seen the appointment of 1 class teacher and we have also welcomed new support staff e.g. teaching assistants and lunchtime assistants. Our Before and After School Club continues to monitor the number of children attending and recruit as needed.

- * The committee has also acted as the Pay Committee which has met to consider the salary proposals for teaching staff members proposed by the Headteacher. This has been informed by an agreed Pay Policy adopted annually by the full Governing Body. In addition, the Headteacher's salary has been reviewed, following an external performance review, by a panel of 3 Foundation Governors.

Teaching and Learning Committee

We have used the suggested termly agendas as provided by Governor Support Services.

- * Term 1 – Louise Slaney presented an update on the teaching of phonics across the key stages.

* Term 2 – Anna Casling presented an update on the teaching and learning of Mathematics within school.

* Term 3 – a session is planned to be led by the Senco, Bo Chang, to present to the Governing Body, updating us on SEND provision and the development plan for 2022/23.

Our termly learning walks recommenced in March 2022.

Built Environment Committee

Summary of work done and main issues addressed by the Built Environment Committee:

* a continued focus on Safeguarding and Health and Safety, including regular ‘walk round’ Health and Safety surveys. The main focus of these was the Covid-19 risk assessment, ensuring all staff and pupils remained as safe as possible during the pandemic.

* on-going monitoring of general maintenance and repair work around school.

* on-going review of the school building and discussions regarding major works required to ensure our school building is fit for purpose. The main focus this year has been the installation of a new heat pump system and the redesign of the school hall to accommodate more children at lunchtimes.

Christian Ethos Committee

*The main focus of this committee over the past academic year has been building further relationships with Holy Trinity Church, developing collective worship in school and managing the impact of the pandemic.

*Governors have supported further opportunities for children to engage in church activities. Children from all year groups across KS2 have attended church services during the school day.

*Church services during school holidays continue to be well attended by children from Holy Trinity e.g. Easter and Christmas.

The Academisation Programme

This year has seen an increased engagement by all schools in the academisation programme. The Diocese has urged all schools to attend one of their roadshows to gain further information to share with their governing bodies and to start to consider what academisation might look like for their school. It is anticipated that all schools will be part of an academy/trust in 5 years' time.

To this end, the Headteacher, Chair of Governors and a second Foundation Governor attended the academy roadshow, put on by the diocesan team. The Headteacher attended further information sessions for 2 possible Multi Academy Trusts (MATs) at Prince Henry's in Otley (Collaborative Learning Trust) and Abbey Grange (Abbey MAT). The Chair of Governors also attended the Abbey MAT presentation. Information and discussion points were shared with the whole Governing Body and discussed at length. The decision was made not to act at this moment in time but the advantages and disadvantages of joining a MAT as well as the timing of this was fully considered. We agreed to discuss this further at regular intervals throughout the next academic year.

Closing Statement

Looking forward, we continue to strive to question and challenge effectively to ensure that our 3 core strategic functions are carried out. We look forward to welcoming Ofsted back to Holy Trinity and feel confident that our school has continued to raise standards during challenging times, in line with our school ethos, "The best for every child, a unique child of God." We look forward to further strengthening our collaborative work with the whole teaching team and the church moving forward into 2023.