

Annual Governance Statement for the Governing Body of Melsonby Methodist Primary School July 2017

In accordance with the Government's requirement for all governing bodies, the three core strategic functions of Melsonby Methodist Primary School Governing Body 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 Body of Melsonby Methodist Primary School was reconstituted in May 2016 and is now made up of:

2 Parent Governors : 2 Foundation Governors : 1 Local Authority Governor :
1 Teacher Governor : 2 Co-opted Governors

Between them the governors have a wide range of experience and skills providing knowledge of the Methodist Church, architecture, finance, teaching, parenting, ICT, SEN and emotional and behavioural issues.

During the year there were five full governing board meetings which heard about progress in the school, discussed strategic issues and formulated plans for the future. In addition, there was a Finance Committee that met twice with the school Bursar to focus on budgets and a School Improvement Committee, which monitored provision of resources, pupil premium and pupil progress. As the need arises, sub committees are convened to provide performance management of HT, appoint new staff, and implement disciplinary or exclusion policies.

From September 2017 governors will meet seven times per year and instead of committees the full governing body will focus upon either business, school improvement or resources. There will be three school improvement focused meetings, three resource focused meetings and one business meeting. In addition a Strategic Development Committee will be established.

Attendance Record of Governors

The attendance record of governors is good and a record is kept by the clerk to the governing body of governors' attendance at meetings, details of attendance can be found on page 5.

Meetings need to be 'quorate' to ensure that decisions can be made. All meetings held over the past year have been quorate.

The work we have done on our committees, in the governing body meetings and in and related to school.

A statement on the website informs anyone that they should contact the school to see a copy of the minutes of the Full Governing Board meetings.

Each governor is linked to one or more specific subject areas or important aspects of school management and also has responsibilities relating to prioritised areas of the School Development Plan.

All the governors undertake 'Learning Walks' where, individually or in pairs, they agree on a focus, observe some aspect of school life, talk to the children, the teacher and curriculum leader and ask pertinent questions, which are included in their report for DB. Answers and follow up are included in the DB report. This year there have been learning walks for science, technology, SIAMS and health and safety.

Governor monitoring also takes the form of meetings with the head teacher; this year governors met to discuss PSHCE in school, effective leadership and management and positive school marketing.

Governors have also attended and reported on literacy and numeracy evenings which were organised for parents to gain information and ask questions.

Governors conducted their annual Financial Control Audit and working with the bursar completed the Schools Financial Value Standard.

Help has been given by governors in relation to the Melsonby Facebook page and the inclusion of pupils' contributions to Melsonby's community newsletter.

Foundation Governors have led collective worship during the year.

Governors are regular visitors to school. They have attended whole school assemblies such as the weekly celebration assembly, end of term and leavers' assemblies. In addition, they come into school to help children, by listening to them read, for example, and have also been involved in projects such as the hatching of chicken eggs and development and recording of the school song. They have supported pupils at sporting competitions and activities and have been present and helped on school social occasions and at fundraisers. These relatively informal visits to school and attendance at school-related events ensures that governors know their school well.

Although they have their own strengths, governors are happy to learn more to help them in their roles and have taken part in training on the budget from the Bursar. New governor and governor monitoring training has been undertaken and certificates have been attained this year for safeguarding and safer recruitment. Swaledale Alliance and School Improvement Network meetings have been attended.

Strategic Planning for the future

Following the unexpected and sad resignation of our Chair of Governors, who was also our LA Governor, governors appointed a new Chair in May and were able to recruit a candidate LA governor who was subsequently approved and appointed by the LA in July.

We have continued to collaborate with Barton, Ravensworth and North and South Cowton Schools. North and South Cowton linked with us to organise a Science day in November of 2016 – Key Stage 1 children travelled to North and South Cowton for the day while Key Stage 2 children from both schools took part in Science-based learning activities at Melsonby. A joint residential trip has been planned with Barton and Ravensworth for autumn 2017.

Our link with North and South Cowton has strengthened and our head teacher is to take the position of Executive Head of both our schools for 2017 to 2018. The position will be reviewed no later than February 2018. This sharing of a HT has allowed us to employ a full time teacher for class 1: Key Stage 1 and Reception.

Governors are always alert to the possibilities of further collaboration and possible federation and were represented at a consultation meeting about the Dales Academy Trust in order to gather information.

The detailed Vision for the next three years and School Strategy document can be found in the Governors' section of the school website www.melsonby.n-yorks.sch.uk

How to contact your governing body

You can see who the governors are on the school website www.melsonby.n-yorks.sch.uk and if you wish to contact any one of them, ask for contact details at the school office.

**The Melsonby Methodist Primary School
Governing Body –membership**

Governor	Category	Term of office	Expiry date
Katharine Banner	Parent	Nov 2012	Sept 2020
Malcolm Cundick	Foundation	Feb 2015	Feb 2019
Heather Harland	Parent	Sept 2009	Sept 2018
Candida Rogers	Foundation	Feb 2015	Feb 2019
Kat Vasby-Burnie	Co-opted	Nov 2016	Nov 2020
Gail Smith	Teacher	Aug 2014	Aug 2018
Judith Stansfield	Local Authority	Sept 2013	Resigned March 2016
Terry Sutton	Co-opted	Oct 2014	Oct 2018
Stuart Priestley	Local Authority	July 2017	July 2021

The Melsonby Methodist Primary School

Governors' Attendance Record for 2016–2017(%)

The Governors had a 95% record of attendance at Full Governing Body Meetings and any absences were approved for valid reasons.