

**Annual Governance Statement for the Governing Body of Hunton and  
Arrathorne C.P School  
September 2020**

In accordance with the Government's requirement for all governing bodies, the three core strategic functions of Hunton and Arrathorne C.P. School Governing Body 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 Governing Body of Hunton and Arrathorne C.P. School comprises:

3 Parent Governors;  
1 Local Authority Governor;  
One Staff Governor;  
Headteacher;  
3 Co-opted Governors.

*The range of skills brought to the Governing Body which contribute to effective governance and the success of the school are as follows:*

- A willingness to attend meetings on a regular basis;
- The skill to interpret and understand school performance data;
- Leadership experience in education, governance or another area;
- School Financial management;
- Personnel management;
- Special Educational Needs and Disabilities;
- Buildings and Maintenance;
- Health and Safety;
- Curriculum interests.

*The governing body has programme of meetings throughout the school year that focuses on specific areas of governance. In 2018/19 the Governing Body met on 7 occasions with each meeting concentrating on either School Improvement or Resources as appropriate.*

**Attendance record of governors**

*A record is kept by the clerk to the governing body, of attendance at meetings. Meetings need to be 'quorate' to ensure that decisions can be made and all meetings in 2018/19 met this criteria. The record of individual attendance is as set out below:*

**Hunton & Arrathorne Community Primary School Governing Body Record of Attendance**

(Due to Covid-19 Summer term meetings held online on Microsoft Teams)

**Academic Year 2019 – 2020**

**Online**

<b>Name</b>	<b>Autumn FGB 1 19.09.19</b>	<b>Autumn FGB 2 07.11.19</b>	<b>Autumn FGB 3 05.12.19</b>	<b>Spring FGB 1 16.01.20</b>	<b>Spring FGB 2 12.03.20</b>	<b>Summer FGB 1 14.05.20 &amp; 18.05.20</b>	<b>Summer FGB 2 11.06.20</b>	<b>Summer FGB3 09.07.20 &amp; 16.07.20</b>	<b>Total</b>
Joanne Grainger ( H.T.)	√	√	√	√	√	√	√	√ √	9/9
Michelle Saunders (Staff )	√	√	√	√	√	√	√	√ √	9/9
Julie Sargent ( Local Authority )	√	√	√	√	√	√	√	√ √	6/9
David Cooper ( Co-opted )	√	<b>AWA</b>	<b>AWA</b>	√	√	√	√	√	5/9
Evelyn Armstrong (Parent)	<b>Apologies C</b>	√	√	√	√	√	<b>Apologies C</b>	<b>Apologies C</b>	8/9
Chris Ellis (Parent)	√	√	<b>Apologies C</b>	√	√	√	√	√ √	6/6
<b>Vacancy</b>	<b>Vacancy</b>	<b>Vacancy</b>	<b>Vacancy</b>	√	√	√	√	√ √	

( Co-opted ) <b>Beverly Smeeton</b> <b>01.01.20</b>				<b>B.Smeeton</b> <b>01.01.20</b>					<b>9/9</b>
Dee Lynn  (Co-opted)	√	√	√	√	√	√	√	√ √	<b>8/9</b>
Louise Wyatt  (Co-opted )	<b>Apologies</b> <b>C</b>	√	√	√	√	√	√	√ √	<b>8/9</b>
Patrick Barber  ( Parent App.)	√	√	<b>Apologies</b> <b>C</b>	√	√	√	√	√ √	
Lesley Sweeting  [Clerk]	√	√	√	√	√	√	√	√ √	
	<b>7/9</b>	<b>8/9</b>	<b>6/9</b>	<b>10/10</b>	<b>10/10</b>	<b>10/10*</b>	<b>9/10</b>	<b>9/10 &amp; 8/10</b>	

All or part\*

### The work we have done in the governing body meetings.

- *Driven the process to recruit a new headteacher. From proactive communication with SI and Resourcing Solutions through to advert and shortlisting. We navigated the disruption and anxiety of lockdown and completed a robust online assessment event in July. A challenging task for governors at the best of times, this whole process is still not yet finished and has proved extremely demanding.*
- *At the same time, we worked hard to ensure the appointment of a interim EHT.*
- *Against this turbulent backdrop we sought at all opportunities to support the health and mental wellbeing of all staff and children.*
- *Considered the reports of the Headteacher dealing with pupil performance data and strategic issues facing the school;*
- *Interrogated and challenged through questions internal and externally produced data to see what, if anything, the school can do better for our pupils;*

- Ensured that safeguarding is a core feature of the governance of the school;
- Considered the staffing required to run the school effectively;
- Considered the financial management of the school including the Start Budget, monthly budget monitoring reports and completed the Schools Financial Value Statement;
- Ensured that the physical fabric of the school is well maintained by the prudent use of the Capital and Revenue resources available to the school;
- Considered strategic issues which will affect the school in the future e.g. the potential impact and relevance of federation and/or collaboration;
- Ensured that the school's policies are upto date by undertaking regular reviews of policies;
- Ensured that Health and Safety at the school is of the highest order by considering the reports of the LA Health and Safety Adviser and by undertaking inspections of the school premises;

All non- confidential minutes of the Governing Body are available for inspection on the School's website.

### **Strategic Planning for the future**

- ✓ We will support the staff and the children during this period of transition from the established leadership of the previous headteacher, through the steady and experienced hand of the Interim EHT to ultimately in January 2021 (over 15 months after the start of the recruitment process) our new school leader.
- ✓ We will keep fully up to date with the Education landscape in particular the development of collaboration and/or federation;
- ✓ We will seek to ensure the financial security of the school;
- ✓ Alongside the above point about HT, we will keep an overview of the staffing structure and regularly review the school development plan to ensure that a high standard of education is maintained for the increasing number of pupils.

### **How to contact your governing body**

Information about the school's governing body is available on the governors' page of the school's website

### **The Hunton and Arrathorne C.P. School Governing Body – membership at July 2020**

<b>Governor</b>	<b>Category</b>	<b>Term of office expires</b>
D. Cooper	Co-opted	23.01.23
Mrs L Wyatt	Co-opted	06.12.21
Mrs D. Lynn	Co-opted	20.05.23
Mrs B. Smeeton	Co-opted	23.01.23
P. Barber	Parent (appointed)	02.12.20
C. Ellis	Parent	18.10.22
Mrs E. Armstrong	Parent	12.10.21

Mrs J. Sargent	Local Authority	31.08.21
Mrs J. Grainger	Headteacher	N/A
Mrs M. Saunders	Staff	13.01.22