

# Annual Governance Impact Statement for the Governing Board of Mellor St. Mary's C of E Primary School School Year 2023-24

## Role of the Governing Board

The role of the governing board in a local authority maintained school is set out in education law, namely to 'conduct the school with a view to promoting high standards of educational achievement'. The board also has a legal responsibility to promote pupil wellbeing. It does this by:

### Setting Strategic Direction

- Ensuring clarity of vision and ethos
- Engaging with stakeholders
- Making sure statutory duties are met.

### Creating Robust Accountability

- Accountability for teaching, achievement, behaviour and safety
- Strengthening and supporting school leadership
- Performance managing the Headteacher
- Contributing to school self-evaluation.

### Ensuring Financial Probity

- Making sure the school's money is well spent
- Monitoring the use of the Pupil Premium grant and other resources to overcome barriers to learning.

## Governance Arrangements

The governing board is made up as follows:

- **Parent Governor**
- **Headteacher**
- **Staff Governor**
- **Co-opted Governors**
- **Local Authority Governor**
- **Foundation**

The full Governing Board meets once per term with an additional Business meeting early in the Autumn Term. Governors also meet at least termly as committees to consider various aspects of the school in detail. At Mellor St. Mary's School this year we had the following committees:

### Curriculum Committee

The main function of this committee is to monitor and evaluate the standards, progress and achievement of all pupils in school which includes vulnerable groupings, significant cohorts and any other group identified by the school or LA. It specifically monitors the implementation of the School Development Plan and prepares to address improvement identified by the SLT.

It also monitors and evaluates the standards and effectiveness of the school curriculum and education provided, which includes enrichment and enhancements. This includes use the impact assessment of Pupil Premium and Sports Premium funding.

### **Resources Committee**

The main functions of this committee are to:

- (a) Formulate and recommend an annual budget to the full Governing Board. Thereafter to monitor financial performance against budget and report to the Governing Board on a termly basis.
- (b) To establish the staffing structure for the school and make recommendations to the Governing Board
- (c) To appoint all Teaching staff other than Head teacher or Deputy Head.
- (d) To present the governing board with an annual planned maintenance, repair and replacement programme (including school grounds)
- (e) To ensure that the school's statutory responsibilities relating to the security of the building, staff and pupils and visitors are met
- (f) To consider any alterations or extensions to the building
- (g) To review the Educational Visits policy and regularly review requests for non residential visits.
- (h) To have an overview of the building's accessibility in line with appropriate requirements.

### **Head teacher's Performance Appraisal Committee**

The main functions of this committee are:

- (a) To meet annually with the School Improvement Partner (SIP) to determine if performance targets have been met, and to set new targets
- (b) Monitor the progress against targets throughout the year.
- (c) To make recommendations to the Pay Committee in respect of successful meeting of targets set.

### **Pay Committee**

The main functions of this committee are:

- (a) To draft the whole school pay policy (based on the DfES model pay policy) for submission to the GB and to review annually
- (b) To agree salary progressions for Head teacher, Deputy Head, and salaries for all teachers in the light of recommendations made to them.

Governor visits are planned so that they have opportunities to meet pupils and staff, in addition to monitoring specific aspects of the curriculum or areas such as SEND, PPG and safeguarding. Governors are linked to cohorts so they can provide in class support by way of assistance in reading and maths whenever possible.

Visits may include meeting groups of pupils and asking them questions. Governors are to prepare in advance, questions they may ask particular pupil groups such as the school council, pupil premium children, high ability children and Looked After and SEND pupils.

There are also committees that meet, if required, to consider such things as pupil discipline, staffing appeals and complaints and pay appeals.

A list of Governors, their terms of office and positions of responsibility can be accessed by clicking here <http://www.mellor.lancs.sch.uk/governors/>

## Governors' Attendance Record

Governing boards make decisions collectively, though they may choose to delegate responsibility to committees, or individuals (including the Headteacher). Attending Governing Board meetings is an essential part of a governor's role and the attendance record for the governors of our school is excellent. This ensures that all governors receive the necessary information all at the same time and therefore important and informed decisions can be made as and when necessary on all aspects of the school, staff and pupils.

The attendance record for all governors can be accessed by clicking [Governors | Mellor St Mary Church of England Primary School \(secure-primariesite.net\)](#)

## Assessment and Impact of the Governing Board during 2023-24 School Year

### Resources Committee

- Extended financial management through scrutinising budget-setting and monitoring including use of Pupil Premium Grant and Sports Grant funding
- Involvement in staff recruitment, performance and pay reviews
- Meeting the Schools' Financial Value Standard SFVS
- Building developments/improvements. Specifically, improvements are being made to the school kitchen and removal of asbestos to become more energy efficient.
- Health and Safety monitoring including HSE Asbestos audit

### Curriculum Committee

- Detailed data analysis – attainment and pupil progress measures checked
- Monitoring the school curriculum and extra-curricular activities
- Special Educational Needs provision
- Pupil attendance
- Pupil behaviour and safety
- Child protection and pupil welfare

### Full Governing Board

The impact of the governing board is reviewed at every meeting of the full board. The following items were noted during the year:

	<b>Autumn Term Meeting</b>
<b>Governance Impact Statement</b>	<p>Governors identified the following governance impact on school improvement relating to the board's considerations and decisions at the meeting:</p> <ul style="list-style-type: none"> <li>• Reviewed governor responsibilities in line with the SIP and created two new roles which included a Wellbeing Governor and Online Safety Governor.</li> <li>• Governor training plan for new to role governors.</li> <li>• Consultation and implementation of statutory policies linked to behaviour, SEND, PPG, safeguarding.</li> </ul>

	<ul style="list-style-type: none"> <li>Substantial financial monitoring and support to ensure that school is able to set a working budget for the next twelve months.</li> </ul>
	<b>Spring Term Meeting</b>
<b>Impact Statement</b>	<p>Governors identified the following intended impact on school improvement of the board's considerations and decisions at the meeting as follows:</p> <ul style="list-style-type: none"> <li>Annual SFVS completion</li> <li>Budget preparation and early indication suggests effective financial management systems are in place – this has included supporting a restructure of the school for September 2024.</li> <li>Review of internal data and wider curriculum development. What are we planning and why we are planning it explained in detail so that governors are aware of subjects which still need further monitoring and development.</li> </ul>
	<b>Summer Term Meeting</b>
<b>Impact Statement</b>	<p>Governors identified the following intended impact on school improvement of the board's considerations and decisions at the meeting as follows:</p> <ul style="list-style-type: none"> <li>School Budget approved and balanced. Following mid year challenges our SLT delivered a positive 2023-24 financial outturn ahead of expectation and 2024/25 School Budget approved and balanced.</li> <li>Challenged SLT re most effective way to restructure to ensure that more able and vulnerable continue to receive additional support through teaching assistants across school.</li> <li>Questioned the impact of mixed age teaching in KS1 after three years of single year group teaching.</li> <li>Reviewed of end of year statutory data, analysis and qualification of moderation of standards.</li> <li>Supported wellbeing of staff and children through attendance at residential weekend.</li> </ul>

**Summer terms minutes yet to be produced**

**Agreed by the Governing Board on:** ...25.06.2024.....

**Signed by the Chair:** *P.Skupski*.....