

Annual Governance Impact Statement for the Governing Board of Mellor St. Mary's C of E Primary School School Year 2020-21

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.

Governors visit school regularly to meet pupils and staff, in addition to monitoring specific aspects of the curriculum or areas such as SEN and safeguarding. A number of governors routinely provide in class support by way of assistance in reading and maths.

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 2020-21 School Year

Resources Committee

- Financial Management, budget-setting and monitoring including use of Pupil Premium grant
- Staff recruitment, performance and pay reviews
- Meeting the Schools' Financial Value Standard SFVS
- Building developments/improvements. Specifically, improvements are being made to the school internally as well as external boundary fencing which has enhanced the security and safeguarding provision.
- Health and Safety monitoring

Curriculum Committee

- Data analysis – attainment and pupil progress
- Monitoring the school Curriculum and extra-curricular activities
- Special Educational Needs provision
- Pupil attendance
- Pupil behaviour and safety
- Child protection and pupil welfare updates
- Safeguarding including online safety reviews

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:

	Autumn Term Meeting
Governance Impact Statement	Governors identified the following governance impact on school improvement relating to the board's considerations and decisions at the meeting: <ul style="list-style-type: none">• Consultation and implementation of a new COVID risk assessment and safety procedures in school• Consultation and implementation of a new Remote Learning policy and legal duties to provide a virtual learning space (online learning platform)

	<ul style="list-style-type: none"> • Questions regarding the tracking, attainment and progress of pupils who are accessing remote learning. • Questions relating to the promotion of pupil and staff wellbeing in light of the additional workload created by COVID restrictions. •
	Spring Term Meeting
Impact Statement	<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"> • Allocation and use of COVID related finances • Annual SFVS completion • Annual Compliance statement and GDPR oversight • Continual checks and updates to the COVID risk assessment and contingency strategy.
	Summer Term Meeting
Impact Statement	<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"> • School Budget approved and balanced. • COVID risk assessment and review of current situation re lockdown. • Wellbeing of staff and pupils. • Internal assessments identifying standards, attainment and progress of pupils accessing face to face and remote learning. • Identification of gaps in learning across school and modification of SIP to include catchup curriculum actions and objectives.

Agreed by the Governing Board on: ...29.06.2021.....

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