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| **Annual Governance Statement for the Governing Board of the Federation of Kirkby Malzeard C of E Primary School and St. Nicholas C of E Primary School West Tanfield**  **September 2020** |
| In accordance with the Government’s requirement for all governing boards, the three core strategic functions of the Federation of Kirkby Malzeard and C of E Primary School and St. Nicolas C of E School Governing Board 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**  **During the last academic year the Governing Boards of the two schools were dissolved and the Federation of the two schools was constituted on the 17th December 2019. The Instrument of Governance consists of 10 governors:**  **1 Local Authority governor**  **2 Parent governors**  **3 Co-opted governors**  **2 Foundation governors**  **1 Staff governor**  **1 Headteacher governor**  **A well constituted governing body needs a wide range of skills, encompassing financial planning, contract and project management, personnel management and marketing, coupled with effective communication to all stakeholders and the wider community.**  **An annual governor skills audit is carried out and any shortfalls remedied by training or co-opting new governors. Members of the governing body are fully responsible for all areas of governance within the two schools. To ensure effective and rigorous monitoring, each governor is linked to a specific area of the School Development Plan. Governors are required to understand, monitor and challenge evidence presented and to act as a ‘critical friend’ in holding the Headteacher to account.**  **There is a specific agenda focus at each FGB meeting covering the various aspects of work, which are relevant at certain times in the school year. This may include: financial review and budget management, strategic development, review of statutory committees and governing body systems, Special Educational Needs report, governing links monitoring reports and Headteacher performance management.**  **Alongside these, every agenda includes safeguarding, health and safety, the headteacher’s report, school improvement, staffing and policy reviews.** |
| **Work carried out by The Full Governing Body during 2019/20**  The last academic year has been one of unprecedented challenge and we would like to start this report by, on behalf of the governors, thanking every member of the Federation of Kirkby Malzeard and St Nicholas staff team for the dedication and commitment they demonstrated throughout the year, but particularly during the Covid-19 pandemic.  During the Autumn both schools started the federation consultation process with staff, trade unions, parents and carers, the local community, the diocese, the PCC, the DFE and the local authority. All pupils were consulted through the school council and Pupil Voice. At the end of the consultation governors considered and responded to any comments that needed addressing. Each governing body, having duly considered the responses relating to their own schools, then voted to enter into a formal federation. The federation became effective on the 17th December 2019. An interim board with 2 foundation governors, 1 staff governor and Headteacher was formed. Parent governor elections were held during the Christmas holidays and Tracey Cole-Brownlee and Lynda Regnier were voted onto the governing body. Members of the governing body are fully responsible for all areas of governance within the two schools but have specific areas that they have a link to:  **Standards –** Tracey Cole-Brownlee and Lynda Regnier  **Business –** Andrea Spensley, Sarah Webster, Gemma Pawson, Carolyn Brown  **Safeguarding / Central File / SEND –** Sarah Webster, Lynda Regnier  **Ofsted/SIAMS and other inspections –** Sarah Webster, Andrea Spensley  **Community Engagement -** Lynda Regnier, Andrea Spensley  **HR policy –** Tracey Cole- Brownlee  **Governor Training –** Sarah Webster  **Induction –** Andrea Spensley  Following consultation with all stakeholders, the governing body met in February to discuss and approve the vision and curriculum intent for both schools:  **Our Vision**  **We believe that our children should have the aspiration and opportunity to ‘Live life in all its fullness’ John 10:10 and ‘Shine like stars in the sky’ Philippians 2:15. To have the courage to act with kindness, patience, love and peace in all the communities they serve in.**  **Curriculum Intent**  **Our Curriculum intent supports our vision. In order that our children will achieve and excel in this, the golden threads of our curriculum will encourage the children to:**  **• Become life-long readers**  **• Be confident communicators**  **• Be spiritually, mentally and physically healthy**  **• Be creative**  **• Be curious**  **• Understand and embrace the wider world**  Governors held coffee mornings with parents at both schools in February. Views were sought on how to improve communication. The website was a priority and the governors have worked alongside the staff and IT company to improve the quality of the website. This work is ongoing.  Prior to the lockdown in March 2020, governors had attended training courses on Introduction to Governance, Developing Children’s Spirituality, Monitoring and Headteacher’s Performance Management.  Both schools closed on Friday 20 March due to the government’s response to the Coronavirus pandemic. A sub committee had been formed in order to facilitate a rapid response and adherence to the changing government guidelines. The governing body worked with the Headteacher to ensure that the appropriate and robust H&S risk assessments were in place at every stage of this transitionary period.  During the summer, the governing body have been developing draft monitoring action plans in line with the School Development Plan to ensure all is in place for 2020/21.    **Attendance record of governors**  A record is kept by the clerk to the governing body, of governors’ attendance at meetings, details of attendance can be found for 2019/20 at the end of this document.  Meetings need to be ‘quorate’ to ensure that decisions can be made. |
| **How to contact your Governing Board**  *Information about the school’s governing body is available on the governors’ page of the school’s website* |
| **The Federation of Kirkby Malzeard & St. Nicholas C. of E. Primary Schools Governors’ Attendance record for 2019-2020**  **Governor Name Number of FGB meetings attended**    **Sarah Taylor 6**  **Tracey Cole-Brownlee 6**  **Sarah Webster 6**  **Carolyn Brown 5**  **Lynda Regnier 6**  **Andrea Spensley 6**  **Gemma Pawson 6** |