# Rivacre Valley Primary School

## Annual Statement 2019 – 20

Key Functions of the Governing Board:

* Set the vision and strategic direction of the school
* Hold the Headteacher to account for the educational performance of the school
* Ensure financial resources are well spent

At Rivacre Valley we have the following Governance structure:

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| --- | --- | --- |
| Chair of Governing Board | Vice Chair of Governing Board | Governors with specific roles / responsibilities |
| The Governing Board meets 6 times a year – Twice each termEach meeting has a specific focus, either resources or curriculum |
| The Governing Board at Rivacre Valley consists of:3 x parent Governors1 x Headteacher Governor1 x staff Governor1 Local Authority Governor1 co-opted Governors |

Members of the Governing Board:

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Category of Governor | Date of end of tenure  | Designated Role / responsibilities |
| Mr Ian Aspden | Co-opted | 10/03/2023 | Finance (Incl. PPG and P.E. Grant) & Leadership and ManagementSafeguarding HT appraisal Pay CommitteeLink Governor to KS1 |
| Mrs Yvonne Colclough | Co-opted Staff | 10/03/2023 | Deputy HeadteacherQuality of Education |
| Mrs Moira Atkins | Co-opted | 26/10/2020 | Quality of EducationHT Appraisal AppealsPay AppealsLink Governor to EYFS |
| Mt John Leite | Parent | 10/10/2023 | Quality of Education |
| Mrs Kate Hubbard | Parent | 04/02/2020 | ChairFinance & Leadership and managementHT AppraisalPay CommitteeLink Governor to KS1 |
| Mrs Gemma Flynn | Parent | 22/06/2020 | Vice ChairBehaviour and attitudesHT Appraisal Pay CommitteeLink Governor to Lower KS2SEND |
| Mrs Jacqui Critchley | LA | 12/03/2023 | Quality of EducationLink Governor to EYFS |
| Mr Jed Denham | Staff | 20/01/2022 | Leadership and management |
| Mrs Kate Docherty | Headteacher |  | Ex Officio |
| Linda Giansante |  |  | Clerk of Governors |

The remit of the Governing Board:

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| Full GB meetings with a performance and pupil welfare focus |
| 1. To review pupil performance including academic, personal and social, and school attendance and institute any necessary action
2. To review all aspects of pupil welfare and safeguarding other than those aspects relating to resources (buildings and grounds, staffing, finance) and institute any necessary action
3. To review the quality of teaching and institute any necessary action
4. To ensure that the requirements of all children including those with special educational needs are met.
5. To carry out the responsibilities of the Governing Body with regard to the development, implementation and monitoring of the National Curriculum.
6. To prepare the School Development Plan (SDP), monitor and evaluate the progress on the SDP (Performance and Pupil Welfare aspects) and advise on any actions required in the light of Ofsted inspections
7. To monitor and review the schools policy for Sex Education.
8. To consider complaints made in respect of the Curriculum and collective worship under the Authority’s procedure as required by Section 23 of the Education Reform Act 1988.
9. To receive and consider reports by external agencies on any aspects relating to the remit of this scheme of works.
10. To agree school targets with the Headteacher.
11. To ensure that the school fulfils its requirements to publish information about school performance as required.
12. To consider and advise upon extended service arrangements
13. xiii. To consider Governor Training matters
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| Full GB meetings with a Resource and community focus |
| 1. To undertake the GB ‘s responsibilities relating to Staffing, Sites and Buildings and Finance.
2. To prepare, monitor and evaluate the progress of the resources aspects on the SDP and advise on any actions required in light of Ofsted Inspections
3. To review the school's staffing establishment, staff responsibilities and remuneration as required by statute - NB staff members cannot take part in the review of salaries.
4. To approve the annual budget and medium term financial plan in the light of the School’s Development Plan and staffing plan.
5. To consider proposals for buildings and capital expenditure and to maintain building development and asset management plans
6. To approve contract proposals where these exceed staff delegation limits
7. To review levels of expenditure annually, benchmarked against that of other schools
8. To monitor value for money by assessing outcomes of expenditure items and reviewing income levels
9. To review procedures for dealing with, and to make decisions on, discipline and grievances
10. To undertake any formal consultations on personnel matters and make arrangements for staff to be made aware of staffing procedures, policies and decisions established by the GB.
11. To engage in and advise upon appointment procedures. NB. The GB shall be responsible for the appointment of the Headteacher and Deputy Headteacher; the Headteacher shall be responsible for the appointment of other staff. All members of the Governing Body are available to serve on an appointments sub-committee for Headteacher or Deputy Headteacher.
12. To consider and make decisions, when necessary, concerning consultation and selection for redundancy.
13. To discharge its responsibilities re Performance Management.
14. To consider ways to improve staff welfare
15. To consider any staffing appeals against decisions other than those relating to Pay by the Headteacher.
16. To determine the use of the school premises outside school sessions including the charging policy.
17. To ensure governor inspection, at least once each year, of the premises and grounds and to prepare for the School Development Plan a statement of priorities for maintenance and development.
18. To ensure statutory duties re litter are discharged.
19. To ensure the GB is compliant with Health and Safety requirements, pupil safeguarding (Resources aspects) and security.
20. To review existing policies relating to Resources and prepare new policies as necessary.
21. To consider expenditure proposals in accordance with the scheme of financial delegation.
22. To monitor the income and expenditure of all public funds and report the financial situation each term.
23. To ensure the audit of non-public funds for presentation.
24. To receive and respond to periodic audit reports of public funds.
25. To monitor and advise the GB on Governor membership.
26. To consider any Resources issues re the school in the community
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| Pay Committee The Pay Committee will comprise at least three governors. Governors who are employed at the school will not be members of the Pay Committee |
| * reviewing the policy annually, in consultation with the head teacher, staff and trade union representatives; and submitting it to the Governing Board for approval.
* taking decisions regarding the pay of the deputy and assistant head teacher(s), classroom teachers and support staff following consideration of the
* recommendations of pay reviewers and the advice of the head teacher;
* taking decisions regarding the pay of the head teacher following consideration of the recommendations of the governors responsible for the head teacher’s performance review;
* submitting reports of these decisions to the Governing Board; and
* ensuring that the head teacher is informed of the outcome of the decision of the Pay Committee and of the right of appeal.
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| The Pay Appeals Committee is responsible for: |
| * taking decisions on appeals against the decisions of the Pay Committee in accordance with the terms of the appeals procedure of the policy
* To consider any appeal against the Headteachers initial dismissal decision
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| Pupil Discipline Sub-CommitteeMembershipThe Sub-Committee shall consist of three members (other than the Headteacher or other member of staff) one of whom must be the Chair or Vice Chair. The clerk will be the school clerk.Terms of Reference |
| • Consider the circumstances in which a pupil was excluded;• Consider any representations about the exclusion made by the parent and by the LA; and• Consider whether the headteacher’s action was justified and due procedures followed; also as outlined in the attached schedule in appropriate circumstances whether the pupil should be reinstated immediately, reinstated by a particular date or not reinstated or allowed into school just to take an examination. |
| Procedures for Exclusion; the independent appeal panel |
| Where the Governing Body has upheld a permanent exclusion the parents may appeal against its decision. The Schedule to the Regulations governs appeals against exclusion of pupils. No appeal may be made by the parent after the 15th school day after the day on which the parent was given notice in writing of the Governing Body’s decision. |
| In Conclusion |
| Decisions made by all sub-committees must be reported to the Governing Board. Non-finance sub-committees can make suggestions on expenditure which will then be considered by the whole Governing Board  Under national rules the Governing Board cannot delegate any functions relating to: • The constitution of the governing board (unless otherwise provided by the Constitution Regulations);• The appointment or removal of the chair or vice-chair;• The appointment of the Clerk;• The suspension of governors;• The delegation of functions;• The establishment of Committees.The following can be delegated to a Sub-Committee but cannot be delegated to an individual:• The alteration, discontinuance or change of category of maintainedschools;• The approval of the first formal budget plan of the financial year;• School discipline policies;• The exclusion of pupils (except in an emergency when the chair has the power to exercise these functions);• Admissions. |

**Attendance record 2019 - 20**

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| --- | --- | --- | --- | --- | --- | --- |
|  | 2.10.2019 | 27.11.2019 | 23.1.2020 | 19.3.2020 | 21.5.2020 | 1.7.2020 |
| Mr Ian Aspden | √ | √ | √ | √ Remotely | √ | √ |
| Mrs Yvonne Colclough | √ | √ | √ | √ | √ | √ |
| Mrs Kate Hubbard | √ | √ | √ | √ | √ | From Item 4 |
| Mrs Gemma Flynn | √ | Apologies | √ | √ | √ | From item 4 |
| Mrs Kate Docherty | √ | √ | √ | √ | √ | √ |
| Mr Jed Denham | √ | √ | √ | √ | √ | √ |
| Mrs Moira Atkins | Apologies | √ | X | X | X | X |
| Mrs Jacqui Critchley | Apologies | √ | √ | Apologies | √ | Apologies |
| Mr John Leite |  |  | √ |  | √ | √ |
| Mrs Julia Clarke | √ | √ |  |  |  |  |

 **Declaration of pecuniary interest:**

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|  | Declaration 2019 / 2020 |
| Mr Ian Aspden | Nothing to declare |
| Mrs Yvonne Colclough | Nothing to declare |
| Mrs Kate Hubbard | Nothing to declare |
| Mrs Gemma Flynn | Nothing to declare |
| Mrs Kate Docherty | Governor at William Stockton and Wimboldsley Primary Schools |
| Mr Jed Denham | Governor / Trustee at Horns Mill Pre SchoolRelationship with a member of staff (Wife) |
| Mrs Moira Atkins | IGNITE TSA: Member of Strategic Board |
| Mrs Jacqui Critchley | Nothing to declare |
| Mr John Leite | Nothing to declare |
| Mrs Julia Clarke | Nothing to declare |

Governor Impact statement 2019 to 2020:

