

## **CALDECOTE PRIMARY SCHOOL**

### **ANNUAL GOVERNANCE STATEMENT 2020-21**

This statement seeks to outline the impact of governance arrangements at Caldecote Primary School throughout the course of the 2020-21 academic year.

#### **Governor Membership, Vacancies and Attendance**

The Instrument of Government for Caldecote Primary School allows for 12 governors;

- a) Three parent governors
- b) One LA governor
- c) One staff governor
- d) One headteacher
- e) Six co-opted governors.

The Governing Body Membership currently stands at 11, with one parent governor vacancy. An election is currently underway to fill this vacancy.

Through the course of the 20-21 Academic Year, the Governing Body has recruited two new co-opted governors.

Over the course of the 2020-21 Academic Year, the Governing Body has been chaired by Kevin Vanterpool assisted by Deputy Chair Kate Duncombe.

The work of the Governing Body has been supported by Vicky Miles, as Clerk to Governors.

Over the course of the year, Governors at Caldecote Primary School successfully continued to demonstrate an overall positive attendance and engagement with their work by successfully engaging online. Further information about governor attendance can be found on the school website.

<https://www.caldecoteprimaryschool.org.uk/page/?title=Governors&pid=122>

#### **The Structure of Governance**

As well as meeting as a Full Governing Body, Caldecote Primary School also has two committees, in order to ensure sufficient oversight, support and accountability towards areas of identified priority and statutory coverage.

The school names these committees as:



- Personnel ,premises and finance (PPF) which mainly deals with HR, Finance, Health and Safety, Premises and
- Pupil, Curriculum and Safeguarding (PCS) – which mainly deals with the curriculum, assessment and data, SEND and Pupil Premium expenditure and impact

Both committees and the Governing Body overall have a continued oversight of the school's safeguarding responsibilities and manage the updates of school policies aligned to the particular areas of responsibility.

In addition to the above, the school also delegates Headteacher Performance Management to appropriately trained governors annually. Pay is delegated to the PPF committee.

Committees related to purposes such as dealing with complaints or exclusions are constituted as they are required, in line with the determining policy. We have an agreement with schools in our network to support each other where needed so that sufficient governors with no prior knowledge of a complaint can attend relevant hearings.

### **Impact of the work of the Full Governing Body**

Over the course of the last academic year, the Governing Body has demonstrated notable impact with regard to;

Supporting the well being of the staff team during the pandemic

Understanding and supporting the recovery plan and linking this clearly to the RAP

Ensuring good communication with parents

Ensuring that Pupil Premium pupils and their families were getting appropriate support.

### **Impact of the work of the PPF**

Over the course of the last academic year, the PPF has demonstrated notable impact with regard to;

Planning the budget for a challenging year ahead including discussion of the best model of staffing to ensure equity of educational opportunity and staff workload across very different sized year groups.

Ensuring that all Health and safety procedures are maintained alongside the additional requirements for Covid19.



Considering the impact and best use of the very small amount of Covid recovery funding.

Ensuring all policies relevant to this committee are reviewed in a timely manner.

### **Impact of the work of the Pupil, Curriculum and Safeguarding Committee**

Over the course of the last academic year, the PCS Committee has demonstrated notable impact with regard to;

Ensuring that children have been able to engage in remote learning with access to suitable devices. Parent's views were taken into consideration with regard to the remote learning provision and a survey prior to lockdown ensured all children could access the learning with devices provided.

Ensuring and monitoring that school leaders have adapted the school's curriculum to accommodate children's lost learning over the course of the pandemic.

Ensuring that the school has adopted an updated curriculum approach towards teaching children about relationships and sex education, aligned to changes in Government expectations. Extensive discussions with parents and governors ensured all stakeholders were considered.

### **Governor Training**

Governors work collectively, so we are always able to benefit from our different points of view and considerations within meetings. However, the Governing Body has also benefitted from training courses on the following topics throughout the course of the year;

- LA Briefings – in order to remain up to date with latest Local Authority information regarding the approaches towards safe school reopening
- Online training on Safeguarding and Child Protection
- One governor attended 'An introduction to Child Protection and Safeguarding for Governors'
- Attendance at CB23 network meetings

### **Governor Monitoring**

As well as attending meetings, governors are also expected to visit school to understand more about school life and particular areas of priority (typically linked with different areas of the curriculum).

Visits into school have been very limited due to Covid 19 but throughout the course of this year, Governors have undertaken particular monitoring in relation to;

- Safeguarding
- Health and Safety (in person visit)
- Phone calls or emails with link teachers

### **Forward Planning**

Following the above impact of Covid 19 and the necessity to govern 'remotely' the Governing Body looks forward to returning to a more "normal" structure to its work in the forthcoming academic year. Our priorities are to;

Make sure all governors are up to date with the Caldecote Curriculum generally and their specific subject areas in particular.

Ensure that the school and governors are OFSTED ready.

Establish roles for new governors and make sure succession is in place for governors we know are leaving in the autumn. Make sure we have an induction pack in place and mentors ready for new governors.

Look at Prevent and make sure that we understand the importance of the strategy in the context of Caldecote and the surrounding area.

### **Other information and contact**

Further information regarding the work of the Governing Body can be found at: This <https://www.caldecoteprimaryschool.org.uk/page/?title=Governors&pid=122> includes information regarding attendance of governors and their Declarations of Interest.

Alternately, stakeholders are always welcome to engage with the work of the Governing Body by contacting the Chair of Governors via email to [chair@caldecote.cambs.sch.uk](mailto:chair@caldecote.cambs.sch.uk) regarding the work of the Governing Body.