

## **Annual Governance Statement for the Governing Body of Richmond Methodist School Academic Year 2016 - 2017**

In accordance with the Government's requirement for all governing bodies, the three core strategic functions of Richmond Methodist School Governing Body 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**

The Full Governing Body of Richmond Methodist School was reconstituted in Richmond Methodist School in May 2017 and is now made up of 13 governors as follows –

- (a) 4 parent governors
- (b) 1 Local Authority governor
- (c) 1 staff governor
- (d) 1 Headteacher (ex-officio)
- (d) 3 foundation governors
- (e) 3 co-opted governors

### **Attendance record of governors**

The Full Governing Body met on 8 occasions during the school year, 26<sup>th</sup> September 2016, 31<sup>st</sup> November 2016, 28<sup>th</sup> November 2016, 16<sup>th</sup> January 2017, 13<sup>th</sup> February 2017, 20<sup>th</sup> March, 15<sup>th</sup> May 2017 and 26<sup>th</sup> June 2017.

The names of the members of the Governing Body are provided later in this document, as well as a record of their attendance at meetings of the Full Governing Body during the academic year 2016-2017. Their terms of office expiry dates are also provided later in the document.

## **A review of 2016-2017**

Members of the Governing Body have worked hard to understand all aspects of their role this year and contribute fully to the work of the school. In our annual review in June we agreed that over the course of the year we had -

- Achieved successful outcomes during our Ofsted and SIAMs inspections
- Reconstituted the governing body to reflect the changes in meeting structure and function
- Consolidated the governor 'Learning Walk' process in Safeguarding, mathematics.....
- Worked very hard to ensure that pupil data was clearly reported to, and understood by, governors.
- Approved the budget for the year ahead
- Prioritised the outside area for a better and safer learning environment
- Agreed a memorandum of agreement to provide access to Richmond School MUGA for KS2 children
- Contributed to the appointments of new staff
- Led assemblies
- Attended briefings and training
- Revisited our priorities for not wishing to become an academy or part of a Multi-Academy Trust

During the academic year 2016-2017, the Governing Body has ensured clarity of vision, ethos and strategic direction at Richmond Methodist School by reconstitution according to *The School Governance (Constitution) (England) Regulations 2012 (the "2012 Constitution Regulations")* and *the School Governance (Federations) (England) Regulations 2012 (the "2012 Federation Regulations")* as amended by *the School Governance (Constitution and Federations) (England) (Amendment) Regulations 2014*.

The Governing Body has further developed its vision to become an outstanding school; strengthening the Methodist Ethos; being recognized as a centre of excellence for the Arts and PE; and committing to lead high-quality teacher training.

During the academic year 2016-2017, the Governing Body has held the headteacher to account for the educational performance of the school and the pupils through regular and detailed analysis of pupil data. The governors now understand more about the progress of vulnerable groups of children and what is being done to help these children make further progress.

During the academic year 2016-2017, the Governing Body has overseen the financial performance of the school and made sure its money is well spent. This has not been without some considerable challenge, but the school remains in a robust financial position, helped to some extent by an increasing school roll. The school has been able to refurbish the Foundation Stage outdoor learning area.

Some of the Governing Body's work is to review the ways of working of the school. During the year, we undertook a review of governance led by NYCC; the outcome of which was very positive. We follow North Yorkshire County Council's advice on this and usually choose to adopt the County's policies. This year we have reviewed and adopted the following policies –

- Assessment, recording and reporting Policy
- Attendance Management Policy
- Budget Management Policy
- Charging and Remissions Policy / Lettings Policy
- Child Protection Policy including Foundation Stage Safeguarding Policy
- Complaints Policy
- Developing Performance Policy/Capability Policy
- FOI Publication Scheme
- Health & Safety Policy
- Maternity Policy
- Paternity and Maternity Support Leave Policy
- Pay Policy
- Performance Management/Staff Appraisal Policy (Including Swaledale Alliance UPS guidance)
- SATs security Policy
- Staff Recruitment Policy
- Sex Education Policy
- Special Educational Needs Policy
- Whistle-blowing Policy

These are referenced in the minutes of the Full Governing Body meetings, many are published on the school's website.

*Approved minutes of the Full Governing Body meetings are available on the school's website*  
<http://www.richmondmethodist.n-yorks.sch.uk/>

## Strategic Planning for the future - Priorities for 2017-2018

During the academic year 2017-2018, the Governing Body will continue to

1. Ensure clarity of vision, ethos and strategic direction to build on the strengths identified in the Ofsted and SIAMs inspections and take opportunities to continually improve towards excellence.
2. Hold the headteacher to account for the educational performance of the school and its pupils through regular and detailed analysis of pupil data; monitoring the progress of the School Development Plan; making visits to the school and; training on assessment without levels to ensure that we offer appropriate challenge and support so that all pupils achieve to the best of their abilities.
3. Oversee the financial performance of the school and making sure its money is well spent on priorities identified in the School Development Plan.

Following a review of governance, the Governing Body has agreed to maintaining a strategic focus on the areas listed above. We will do this by meeting six times a year.

### How to contact your governing body

Information about the school's governing body is available on the governors' page of the school's website.

To contact the Chair of Governors please email [cofg@richmondmethodist.n-yorks.sch.uk](mailto:cofg@richmondmethodist.n-yorks.sch.uk)

### Attendance Record for Richmond Methodist Primary School Governors: 2016/2017 academic year.

The Full Governing Body met on 26<sup>th</sup> September 2016, 31<sup>st</sup> October 2016, 28<sup>th</sup> November 2016, 16<sup>th</sup> January 2017, 13<sup>th</sup> February 2017, 20<sup>th</sup> March 2017, 15<sup>th</sup> May 2017 and 26<sup>th</sup> June 2017.

Name of Governor	Category	Responsibility	Attendance	Term of office ends	Comments
Jan Linsley	Co-opted	Chair	87.5%	31/05/2019	
Eithne Longstaff	Parent	Vice Chair	50%	25/09/2020	Resigned as Vice Chair 13/02/17
Nicola Hebb	Parent		87.5%	25/09/2020	
Rebecca Simpson	Parent		87.5%	16/03/2020	
Kim Nicholson	Parent		100%		Resigned 28/11/17
Lucinda Kirk	Parent		75%	16/02/2021	
Tom Lascelles	Foundation	Member of Joint	62.5%	31/08/2020	

		Collaboration Committee			
Rev.Les Nevin	Foundation	Member of Joint Collaboration Committee	87.5%	21/11/2017	
Brian Park	Foundation			29/11/2019	
Nicola Scrafton	Foundation/ Co-opted	Co-Vice Chair from 13/02/17	75%	25/09/2020	Became Co-opted Governor 15/05/17
Marie Mann	Parent	SEND Link Governor	75%		Resigned 13/02/17
Peter Cooke	Co-opted	Member of Joint Collaboration Committee	75%	18/01/2020	
Alistair Deavin	Co-opted		100%		Resigned 16/01/17
Helen Ring	Headteacher		100%	N/A	
Julie Swinbank	Staff		87.5%	30/10/2020	
Stephen Rawson	Local Authority	Co-Vice Chair from 13/02/17	75%		