

Annual Governance Statement for the Governing Body of Richmond Methodist School Academic Year 2019-2020

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 May 2017 and is now made up of 13 governors as follows –

- (a) 4 parent governors (of which there is 1 current vacancy)
- (b) 1 Local Authority governor
- (c) 1 staff governor
- (d) 1 Headteacher (ex-officio)
- (d) 3 foundation governors (1 ex-officio)
- (e) 3 co-opted governors (of which there is 1 current vacancy)

We are currently undergoing a further reconstitution and, when concluded, expect that the Full Governing Body will be made up of 12 governors as follows –

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

Attendance record of governors

The Full Governing Body met on five occasions during the school year, the minutes of these meetings are available on the school website.

In 2020-2021 we will meet on 28th September 2020, 23rd November 2020, 25th January 2021, 22nd March 2021, 24th May 2021 and 12th July 2021.

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 2019-2020. Their terms of office expiry dates are also provided later in the document.

A review of 2019-2020

Members of the Governing Body have continued to work hard to understand all aspects of their role this year and contribute fully to the work of the school.

During the academic year 2019-20, the Governing Body has held the headteacher to account for the educational performance of the school and the pupils through detailed analysis of pupil data. We received a letter of congratulations from our MP, the Rt Hon Rishi Sunak, offering his congratulations on last year's "brilliant achievement." With the Covid-19 pandemic governors have focused on safeguarding, the engagement of pupils in on-line learning and the support for vulnerable children.

During the academic year 2019-20, the Governing Body has overseen the financial performance of the school and made sure its money is well spent. We have –

- Approved the budget for the year ahead
- Opened nursery provision for 3 year olds
- Invested in full membership of MASS to improve the premises, completed the playground improvements, including the amphitheatre
- Contributed to the appointments of new members of staff and agreed the temporary re-structure of the leadership team.

During the academic year 2019-20, the Governing Body has contributed to the vision, ethos and strategic direction of the school by -

- Introduced Pivotal behaviour training
- Revisited the school vision and embedded this in daily school life
- Communicated "Doing all the good we can" across our school community
- Engaged with social media to engage with our external partners
- Worked collaboratively with local Methodist schools and developed a strong partnership with MAST (Methodist Academies and Schools Trust).

We follow North Yorkshire County Council's advice on school policies and choose to adopt the County's policies. We have also adopted a number of Veritau policies. This year we have reviewed and adopted the following policies –

Appraisal; Assessment Marking and Feedback; Behaviour; Budget Management; Charging & Remissions and Lettings; Child Protection; Complaints Procedure; All GDPR Privacy Notices; Health and Safety; Home Working; Leave; Pay; Records Management; Re-organisation Redundancy and Redeployment; Resolving Issues at Work; Medical; Discipline Conduct and Grievance; Whistleblowing; Early Retirement; Code of Conduct.

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

In addition, the following **confidential** discussions took place as follows –

Minute	Date	Focus	Decision
18/05/20-GB 36/20	18 th May 2020	Invitation to join an existing federation.	Declined as not able to meet the timeline required.

22/06/20-GB 50/20	22 nd June 2020	Succession planning.	Following extraordinary meeting on 11 th June 2020 – (XGB 01) Agreed to a request from a member of staff. Agreed staff structure for 2020-2021 to accommodate subsequent changes.
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Approved minutes of the Full Governing Body meetings are available on the school's website <http://www.richmondmethodist.n-yorks.sch.uk/>

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

Attendance Record for Richmond Methodist Primary School Governors: 2019-2020 academic year.

The Full Governing Body met on 23th September 2019, 25th November 2019, 27th January 2020, 18th May 2020 (virtual meeting), 22nd June 2020 (virtual meeting).

The FGB meeting on 23rd March 2020 was cancelled due to Covid-19 school closure.

An extraordinary meeting was held on 11th June 2020.

Name of Governor	Category	Responsibility	Attendance	Term of office ends	Register of business interests
Jan Linsley	Co-opted	Chair Co-Link Governor for safeguarding.	5/5 And extraordinary meeting on 11 th June 2020.	30/05/2023	Jan Linsley Education Consultancy Ltd. Governor Alwoodley Primary School, Leeds. Chair, LGB, Hawes Primary School. Chair, LGB, Northallerton School and

					Sixth Form College. Chair of IEB Mill Field Primary School, Leeds.
Nicola Hebb	Parent	Link Governor for safeguarding.	4/5	25/09/2020	None
Rebecca Simpson	Parent	Sports/PE Grant and SEND Link Governor	1/3	16/03/2020	Resigned May 2020
Lucinda Kirk	Parent	GDPR	4/5	16/02/2021	None
Rev. Les Nevin	Foundation (ex officio)	Collective Worship	4/5	Ex-officio	Governor Reeth and Gunnerside Primary School. Retirement from September 2020
Nicola Scrafton	Foundation	Co-Vice-Chair Link Governor for Sex and Relationships Education	5/5 And extraordinary meeting on 11 th June 2020	25/09/2020	None
Kathleen Bradley	Co-opted		3/5	19/05/2023	Directorships with Altberg Ltd and Altberg Holdings Ltd.
Sharon Stevenson	Headteacher		5/5 And extraordinary meeting on 11 th June 2020	N/A	
Julie Swinbank	Staff	Learning Walks Facilitation	4/5	30/10/2020	
Stephen Rawson	Local Authority	Co-Vice Chair Health and Safety Link Governor	2/5 And extraordinary meeting on 11 th June 2020		

Scott Woodhead	Co-opted Governor		2/3		Co-opted 27/01/2020
John Armitage	Parent Governor		2/4		Elected 25/11/2019
Les Cutter	Foundation Governor		5/5		Appointed 23/09/2019