

# THE GOVERNING BODY OF NEWBY & SCALBY PRIMARY SCHOOL

(an Academy within Scalby Learning Trust )

## ANNUAL GOVERNANCE STATEMENT

31<sup>st</sup> July 2020

### 1. INTRODUCTION

This annual governance statement covers the period 1<sup>st</sup> August 2019, to 31<sup>st</sup> July, 2020. In this annual statement “governing body” is taken to mean, “The Governing Body of Newby & Scalby Primary School.”

### 2. CORE STRATEGIC FUNCTIONS

In accordance with the Government’s requirement for all governing bodies, the three core strategic functions of the governing body are:-

- a) *Ensuring clarity of vision, ethos and strategic direction;*
- b) *Holding executive leaders to account (being a critical friend) for the educational performance of the organisation and its pupils, and the effective and efficient performance management of staff; and*
- c) *Overseeing the financial performance of the organisation and making sure it is money is well spent.*

### 3. GOVERNANCE ARRANGEMENTS

The governing body is made up of 13 governors as follows:-

- a) *6 Co-opted governors;*
- b) *5 Parent governors;*
- c) *1 Staff governor;*
- d) *Headteacher.*

The governing body strives to keep all governor posts filled, but this is not always possible, due to resignations, and finding willing, suitable candidates.

The full governing body meets mostly monthly, and there are currently no other committees that meet regularly. This ensures that all governors are made aware of all the issues facing the school and governing body at first hand.

### 4. HOW TO CONTACT YOUR GOVERNING BODY

The governing body can be contacted by phoning the school office on 01723-365686, and they will pass your contact details to the relevant member of the governing body, who will contact you direct.

Minutes of Governing Body Meetings are available on request.

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## 5. KEY ISSUES ADDRESSED BY THE GOVERNING BODY DURING THIS PERIOD

During the 2019/20 academic year, the Governing Body of Newby & Scalby Primary School set out to focus on building on the successes of the 2018/19 year, which saw great collaboration across the Trust during our first full year as an academy, and fantastic results in the outcomes for our pupils. Not for a second did we think that, as a school and a community, we would be faced with the impact of the global Covid-19 pandemic and a national lockdown. Halfway through the 2019/20 academic year, in March 2020, the priorities changed to have all our attention focused on the health and wellbeing of the pupils (and their families), the staff, our local community, and how best to support them through the pandemic.

### a) Health & Wellbeing

The impact of the pandemic has been immense; physically, mentally, and emotionally challenging for the children, families, school staff and the leadership team. The Governing Body have provided support wherever possible and have worked closely with the Headteacher to assist with decision making and refining the offer. The school switched very quickly to implement social distancing and hygiene measures to enable vulnerable children, and the children of key workers, to continue attending school throughout the lockdown. This meant that a second school was effectively set up to deliver home learning resources for pupils at home and provide support for parents. Effective decision making, from the start, ensured that the provision made was sustainable, and built up gradually, where appropriate rather than trying to replicate an entire school day at home, which would not have been sustainable over the many weeks of lockdown that followed. Governors were able to help shape and refine some of the ideas, such as the pop-up library and post box facilities that were made available as the lockdown continued.

Governors were kept up to date with how the approach was working, how the Inclusion Team were monitoring and supporting vulnerable children, and the rollout of the free school meal vouchers etc.

The health and wellbeing of staff was a key priority, with the senior leadership team carrying out regular wellbeing checks with staff, and adapting work/responsibilities to fit around any specific needs. The Chair of Governors kept in regular contact with the Headteacher and Trust CEO to ensure that they were mindful of their own wellbeing too. During the remainder of the academic year, tweaks and improvements were made to ensure, that should there be any further lockdowns, the school would be able to adapt quickly and effectively to support the children.

During H2 of the summer term it was wonderful to have the year 6 and year 5 children back into school and to see how well they and the staff have adapted to the additional Covid-19 protective measures.

### b) Oversight & Governance

Throughout this challenging year, the Governing Body have continued to hold the school leaders to account and act as a “critical and supportive friend” of the school. Governing Body meetings have been held via Zoom video calls rather than in person, but everyone has adapted well and we were able to hold additional calls to further support the school, particularly when Government guidance changed, often at the last minute.

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### c) Outcomes for Pupils

Good progress has been made throughout the year with a strong start for the first term. Pupils coming back into school during H2 of the summer term began catching up on the lost time from earlier in the year during the lockdown. Staff have robust plans in place to support the children and help them to catch up going into the next academic year.

### d) Funding & Finances

Whilst school funding is always a key issue for the Governing Body, during this unprecedented year finances, whilst very important, were less of a focus. Fortunately, the hard work and careful decision making in previous years meant that the school is in a strong position. This allowed us to flex some of the expenditure to ensure that essential activities could take place, and emerging needs could be accommodated. This included things like:-

- *Additional devices, such as mobile phones so teachers could keep in touch with pupils and their families;*
- *Additional postage costs, so information could be mailed out to families;*
- *Pulling together of home learning packs.*

### e) Thank you

I cannot over emphasise how grateful I am to all the staff, pupils, families, and governors who have gone above and beyond to support Newby & Scalby Primary School through these challenging times. The commitment and determination to ensure that children continue to receive their education in such difficult circumstances is truly amazing. A huge thank you to the staff at Fun Factory and Newby Early Years for their collaborative work in delivering seamless provision for children and their families. Thank you also to the unwavering support from Scalby Learning Trust and its CEO David Read for his clear direction and leadership, the same can be said for our Headteacher, Chris Kirkham-Knowles whose strength of leadership has ensured that the school and its staff have been able to continue to deliver quality, consistent and sustainable education throughout this year.

## 6. GOVERNOR PROFILE & REGISTER OF INTERESTS INFORMATION

Governor profile and register of interests information is available on the school website at the following link:-

<https://www.newbyandscalby.org.uk/about-our-school/our-governors/>

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## 7. GOVERNOR POSTS

<b>GOVERNOR POSTS</b>	
<b>POST</b>	<b>GOVERNOR/S RESPONSIBLE</b>
GOVERNING BODY CHAIR	Louise Scott
GOVERNING BODY VICE-CHAIR	Emma Wallis-Scholey
LINK GOVERNOR – QUALITY OF EDUCATION	Helen Kirk
LINK GOVERNOR – BEHAVIOUR & ATTITUDES	Helen Kirk
LINK GOVERNOR – PERSONAL DEVELOPMENT	Emma Wallis-Scholey
LINK GOVERNOR – LEADERSHIP & MANAGEMENT	Louise Scott
LINK GOVERNOR – EYFS	Ben Appleby
LINK GOVERNOR – FINANCE	Ben Appleby & Ruth Thorpe
LINK GOVERNOR – INCLUSION/SEND	Emma Wallis-Scholey
LINK GOVERNOR – HEALTH & SAFETY	Derek Langmead
HEADTEACHER PERFORMANCE REVIEW COMMITTEE	Governing Body Chair, Trust CEO, and advisor.

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8. **GOVERNING BODY MEETING ATTENDANCE**

FULL GOVERNING BODY - ATTENDANCE										
NAME	TYPE	MEETING DATE								
		18/09/19 1815hrs	24/10/19 1815hrs	25/11/19 1815hrs	08/01/20 1815hrs	10/02/20 1815hrs	19/03/20 1815hrs	29/04/20 1600hrs	04/06/20 1600hrs	08/07/20 1600hrs
Louise Scott	Co-opted	☑	AA	☑	☑	☑	☑	☑	☑	☑
Paul Davidson	Co-opted	☑	☑	AA	☑	☑	☑	☑	☑	☑
Gillian Kendall	Co-opted	AN	☑	AA	☑	AA	AA	☑	AN	☑
Helen Kirk	Co-opted		☑	AA	AA	☑	☑	AA	☑	AA
Derek Langmead	Co-opted	☑	☑	☑	AA	☑	AA	☑	AA	☑
Kavita Verma	Co-opted	AN	AA	AN	AN	AN	AN	AN	☑	
Ben Appleby	Parent	AA	☑	☑	AA	☑	☑	☑	☑	AA
Ben Claybrook	Parent						☑	☑	☑	☑
Sharon Markham	Parent	AA								
Ruth Thorpe	Parent	☑	AA	AA	☑	☑	AA	AA	AA	AN
Emma Wallis-Scholey	Parent	☑	☑	☑	☑	☑	☑	☑	☑	☑
Chris Kirkham-Knowles	Headteacher	☑	☑	☑	☑	☑	☑	☑	☑	☑
Debbie Gortzak	Staff	☑	☑	☑	☑	AA	☑	☑	☑	☑
David Holmes	Clerk	☑	☑	☑	☑	☑	☑	☑	☑	☑

COMPLAINT REVIEW COMMITTEE COMMITTEE – MEMBERSHIP & ATTENDANCE							
NAME	CHAIR	CLERK	MEETING				
			17/01/2020	27/01/2020			
Emma Wallis Scholey	☑		☑	☑			
Derek Langmead			☑	☑			
Francis Loftus			☑	☑			
David Holmes		☑	☑	☑			

**KEY**

- |     |   |                           |     |   |                   |
|-----|---|---------------------------|-----|---|-------------------|
| AA  | = | Absent - Apology Accepted | ☑   | = | Attended meeting  |
| AR  | = | Absent - Apology Rejected | C   | = | Cancelled         |
| AN  | = | Absent - No Apology       | P   | = | Meeting Postponed |
| N/A | = | Not Applicable            | NYE | = | Not Yet Elected   |

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