

Annual Governance Statement for the Governing Body of Yaxham Church of England VA Primary School July 2020

In accordance with the Government’s requirement for all governing bodies, the 3 core strategic functions of Yaxham Primary School Governing Body are:

1. **Ensuring clarity of vision, ethos and strategic direction;**
2. **Holding the head teacher 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	<p>The Governing Body of Yaxham CoE Primary School was re-constituted in 2014 [as required by law] and remained made up of 2 staff governors (including the Headteacher), 2 elected Parent Governors, 1 Local Authority Governor and 7 Foundation governors. Foundation governors are appointed by the Local PCC (Parochial Church Council) and the Bishop, these are people who, in the opinion of the PCC, have the skills required to contribute to the effective governance and success of the school: on our Governing Body two of the PCC governors are parents, three are members of the local community, including a former secondary head teacher.</p> <p>The full Governing Body meets twice each term, and we also have a number of committees to consider different aspects of the school in detail. At Yaxham CoE Primary we currently have a Resources Committee, which focuses on finance, personnel and premises matters and includes Health Safety; a Curriculum Committee which focuses on Learning and Teaching. See p3 for a list of Governors.</p>
Attendance record of governors	<p>Governors have good attendance at meetings and we have never cancelled a meeting because it was not “quorate” (the number of governors needed to ensure that legal decisions can be made). See p4 for details of individual governors’ attendance at meetings and participation in training sessions and forums. Since March ’20 Governor meetings and discussions have been held virtually and via our secure governor intranet, to continue to support the school during this challenging period.</p>
The work that we have done on our committees and in the governing body	<p>The beginning of this year saw the governing body reviewing the school vision and working with the diocese to create a new vision. Our subject leaders are now reporting termly to the Curriculum committee to enable governors to monitor the progress against the English & Maths plans and we have introduced a schedule of monitoring for all governors for the entire academic year.</p> <p>We have undertaken a review of the class structures going forward given</p>

	<p>our budget constraints and have approved this for implementation. A termly governor newsletter has been introduced to improve communication with parents.</p> <p>Since February, governors have been heavily involved with the Covid-19 plans, offering support and guidance to school where possible.</p> <p>We have welcomed a new foundation governor this year and one foundation governor has not renewed their membership at the end of their term.</p>
Future plans for the governors	<p>Going forward, governors will continue to support the school with their new ways of working and will monitor the 'catch-up curriculum'.</p> <p>We are looking at ways of working closer with DNEAT and will continue to explore all status options for the benefit of the future of the school.</p>
How you can contact the governing body	<p>We always welcome suggestions, feedback and ideas from parents – please contact the Chair of Governors, via the school office. You can see the full list of governors and more information about what we do, on the Governors' page of the school website.</p>

Yaxham CoE Primary Scholl Governors' committees

- Refer to the school website – 'Record of committee membership an Designated Governors'

Yaxham Church of England VA Primary School Governing Body

Yaxham CofE VA Primary School Constitution

If Spaces are shown in the table below, this indicates places within the constitution which can optionally be filled.
Where Vacancies are shown this indicates places within the constitution which should be filled.

		Term Start	Term End
Headteachers	Jennie Muller		
Parent governors	Mr Ben Conway	15 May 2017	14 May 2021
	Mrs Michelle Parnell	29 Oct 2018	28 Oct 2022
Staff governors	Vacancy (1)		
Foundation governors	Rev Andrea Woods	30 Sept 2019	29 Sept 2023
	Ann Futter	02 Feb 2020	01 Feb 2024
	Susannah McKinnell	26 Oct 2018	26 Oct 2022
	Claire Sullivan	15 Oct 2018	14 Oct 2022
	Leroy Burrell	22 -Jan 2019	21-Jan 2023
	Vacancy (1)		
	Vacancy (2)		

Yaxham CoE Primary School Governors' Committees
Yaxham CoE Primary School Governors' Attendance Record for 2019/20

Y = Attended, N = Apologies Accepted, NA = Apologies not Accepted, NS = No Apologies sent, - = not a member

Committee	Curriculum	Resource Committee	Full governing board	Curriculum	Resource Committee	Full governing board	Curriculum	Resource Committee	Full governing board	Curriculum	Resources Meeting	FGB	Full governing board Virtually	Resources Meeting	Full governing board \ Resources – Virtually	Resource Committee Virtually	Full governing board Virtually
Governor	23 Sep 2019	2 Oct 2019	16 Oct 2019	11 Nov 2019	27 Nov 2019	11 Dec 2019	13 Jan 2020	29 Jan 2020	12 Feb 2020	02 Mar 2020	18 Mar 2020	01 Apr 2020	29 Apr 2020	06 May 2020	27 May 2020	02 July 2020	15 July 2020
Leroy Burrell	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	P	p	Y	P	Y	N	
Annette Cheeseman	N	-	Y	NS	-	N	N	-	Y	NS	P	p	NS	p	NS	-	
Ben Conway	Y	-	Y	Y	-	Y	Y	-	Y	Y	P	p	NS	p	Y	-	
Ann Futter	-	Y	Y	-	Y	Y	-	Y	Y	-	P	p	Y	p	Y	Y	
Su McKinnell	-	N	N	-	Y	Y	-	Y	Y	-	P	p	N	p	NS	N	
Jennie Muller	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	P	p	Y	p	Y	Y	
Michelle Parnell	Y	-	Y	Y	Y	Y	Y	-	Y	Y	P	p	Y	p	Y	Y	
Claire Sullivan	Y	-	Y	Y	-	N	N	-	Y	Y	P	p	Y	p	Y	-	
Rev Andrea Woods	-	-	Y	Y	-	Y	Y	-	Y	Y	P	p	Y	p	Y	-	