

**Annual Governance Statement for the Governing Body of
Woodcocks' Well CE (VA) Primary School
July 2020**

In accordance with the Government's requirement for all governing bodies, the 3 core strategic functions of the Perfect 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

The Governing Body of Woodcocks' Well CE Primary School was re-constituted in 2014 following a conversion from Voluntary Controlled to Voluntary Aided. The governing body consists of 8 Foundation Governors, 1 Local Authority Governor, 1 Co-opted governor, 1 staff Governor and 2 parent governors The Head Teacher is an ex-officio governor. From the Autumn we will have a vacancy for 1 Foundation governor and 1 Local Authority Governor.

The full Governing Body meets once each term, and we also have a number of committees to consider different aspects of the school in detail. At Woodcocks' Well CE PS we have a Resources Committee, which focuses on finance, premises and some personnel matters; a Learning and a Well-Being Committee. We also have committees that meet if required to specific aspects of school life which include staffing matters. See p4 for a list of Governors.

Attendance record of governors

Governors have very 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).

The work that we have done on our committees and in the governing body

Of course things have been very different since August 2019. In the Autumn, our Learning and Wellbeing Committee Meetings, Resources Committee Meetings, and Full Governing Body Meeting went ahead as normal. We worked on a number of School development points led by our School Improvement Partner, Mary-Hennessy-Jones.

The Learning and Well Being Committee have continued to consider progress against the School Development Plan, particularly in relation to the number of pupils working at 'Greater Depth' and the implementation of the new curriculum in September 2019. Governors also discussed key data giving the results of pupil achievement and progress, so that we can be sure that the school is on track to fulfil its ambitious targets for all pupils. We have been very pleased with the wonderful progress children have made across the school and particularly the excellent recent results in EYFS, Phonics, Key Stage 1 and 2 tests.

During the Autumn Link-Governors for a number of curriculum areas have made regular visits to the school. In particular, link-visits and discussions have been made focused on Modern Foreign Languages, Maths, English (Writing), and SEND.

Governors continue to focus on the experience and outcomes of our "vulnerable groups" of children and focus on how the Pupil Premium Grant is being spent by the school and what impact this has on their progress. The progress and attainment of children entitled to Pupil Premium along with progress made by children with special educational is analysed by the school and averages reported to governors.

The Resources Committee looks at the maintenance and development of the school premises, and makes decisions about how the school should use the budget. In the summer term, the Resources Committee approved the 2020/21 budget plan for the school: we

are pleased to report that the school continues to be in a healthy position financially.

Since the end of February we have met virtually over Zoom and Teams and Mrs. Massen has kept us up-to-date with developments around the school opening for Key Workers and the gradual opening this term for Reception, Years One and Six. We have overseen the Risk Assessments made by Mrs. Massen and the staff and continued with planning for September.

In Virtual meetings we have considered the staffing plan and have a comprehensive plan of teacher-support in place, as well as employing teaching assistants linking with children in each of the classes.

Mrs Lawless is our Health and Safety Governor and she attends the annual Health and Safety Audit and meetings relating to the upkeep, care and safety of the school. Governors are also particularly concerned about safeguarding and we have a nominated governor for 'Safeguarding' (Mrs McKie), a nominated governor for 'Child Protection and 'Cared for Children' (Mrs Scott) and a 'Pupil Premium Champion' governor (Mrs Stanley).

Governors have been involved in the extra-curricular life of Woodcocks' Well including participating in fund-raising at the Christmas Fayre and funding and participating in the celebration year 6 'Leavers Pizza Party'.

One of the roles for the governors is reviewing and agreeing school policies and this year we have considered a number of key policies, including:

- Assessment & Reporting Policy Policy
- Complaints Policy & Procedure
- Critical Incident Policy

	<ul style="list-style-type: none"> • English Policy • Feedback & Marking Policy • GDPR Policy • Healthy Eating Policy • Social Networking Policy • Uniform Policy • CCTV Policy • SEND Policy • Homework Policy • Teachers Pay Policy • Behaviour and Discipline • RSE Policy <p>The Governing Body is very pleased that good attendance figures at the school have been maintained.</p> <p>Minutes of Governing Body and Committee meetings are public documents – you can either find them on the Governors’ page of our website or you can ask at the school office if you would like to see any of the minutes of our meetings.</p> <p>Finally, as Governors we would like to extend our gratitude to Mrs. Massen for her decision to stay on as Headteacher for a further term before her retirement to ensure the school is in a good place before the appointment of a new headteacher. The recruitment process for appointing the new headteacher will resume in September and we anticipate that the successful candidate will start in January 2021. We want to thank Mrs. Massen and all the staff for their hard-work and commitment to the education and well-being of the pupils at Woodcocks’ Well during this really challenging year. We are very proud of being Governors at such a wonderful place!</p>
<p>Future plans for the governors</p>	<p>This year, governors have continued to work with the school Ethos Group that encourages pupil voice and aims to empower our children. Close links continue</p>

	<p>with St Luke’s Church and Governors are working closely with staff to develop the Christian distinctiveness of the school through visits to other church schools and regular meetings.</p> <p>Governors continue to play an important part in the whole life of the school engaging in many different school activities such as after-school clubs and activities, Ethos Group and Eco-Clubs.</p>
How you can contact the governing body	<p>We always welcome suggestions, feedback and ideas from parents – please contact the Chair of Governors, Kate Walchester, via the school office. You can see the full list of governors listed on Appendix I. Appendix II lists the sub committees on which governors serve. Appendix III details the curriculum areas and other responsibilities / duties specific to each governor. Minutes of governing body meetings and more information about what we do can be found on the Governors’ page of the school website.</p>

Appendix 1

Instrument of Government - Total Number 14 Governors

Name of Governor	Governor Category	Appointment Date	Committee Membership R = Resources L = Learning, Community & Well Being	Business Interest	Financial Interest	Governance Roles in other Schools
Dr Kate Walchester Chair of Govs	Foundation	17.11.2015	L R	Married to Building Consultant	Married to Building Consultant	None
Maria Lawless Vice Chair of Governors	Foundation	17.11.2015	R L	None	None	None
Ian Doughty	Foundation DBE	17.11.2015 1 year	R L	Links with	Links with	None

				Congelton Museum	Congleton Museum	
Rector Philip Atkinson	Foundation	-	R L	None	None	None
Jo McKie	Foundation DBE	9.3.2013	R L	None	None	None
Ruth Winterton	Foundation PCC	12.3.2019	L	None	None	None
Michaela Warrilow	Co-opted	17.11.2016	R L	None	None	None
Julie Massen Head Teacher	Ex-Officio	-	R L	None	None	None
Gemma Scott	Parent Governor	5.12.2018	L	None	None	None
Rachael Stanley	Parent Governor	19.9.2018	L	None	None	None
Vicky Booth Senior Teacher	Associate Governor	3.12.2014	L	None	None	None

Appendix II

Additional Responsibilities

Instrument of Government - Total Number 14 Governors

Community (Co-opted)

17.11.2016 Michaela Warrilow

Foundation (8)

15.11.2017 Dr Kate Walchester **Chair**

31.08.2017 Maria Lawless **Vice Chair**

1.11.2017 Ian Doughty (DBE)

Ex-Officio Rector Philip Atkinson

31.08.2017 Jo McKie (DBE)

12.3.2019 Ruth Winterton

1 vacancies

Local Authority

1 vacancy

Head Teacher

Ex-Officio Julie Massen

Teacher

4.12.18 Vicky Booth

Parent

5.12.2018 Gemma Scott

19.9.2018 Rachael Stanley

Sub Committees

Resources Sub Committee Members

M.Lawless (Chair)

K Walchester

Rec. Philip Atkinson

J.McKie

J.Massen

I.Doughty

M Warrilow

Learning, Well Being & Community Sub Committee Members

K Walchester (Chair)

J.Massen

I.Doughty

Rev P.Atkinson

V Booth

M Lawless

J McKie

R Stanley

R Winterton

G Scott

Assessment / Pupil Data Committee

K.Walchester

Jo McKie

Maria Lawless

Vicky Booth

J Massen

Admissions Authority / Early Years Committee

JMassen
JMcKie
M Lawless

Head Teacher Performance Management Sub Committee Members

Rec P. Atkinson
M. Lawless

Pupil Discipline Committee

Resources Committee

Staff Disciplinary / Dismissal Committee

Resources Committee

Staff Appeals Committee

Learning and Well Being Committee

Curriculum Responsibilities- Governors & Staff

<u>Areas</u>	<u>Governor</u>	<u>Teaching Staff</u>
English	K Walchester	B Paterson
Maths	J McKie	J Massen
Science	M Lawless	R Adams F Stanaway
RE	Rev P Atkinson/R Winteton	A Edwards / J McKie / J Massen
PSHCE/SEAL	Rec P Atkinson / I.Doughty G Scott	H Darlington J McKie
ICT	J McKie	A Edwards
Music	M Warrilow	H Thwaites I Harley
MFL	R Stanley	A Edwards R Stanley
Humanities & Art	M Warrilow I Doughty	K Rowley R Stoker
PE	M Lawless	V Booth L Nutty
SEND	M Lawless R Stanley	H Thwaites J McKie J Massen
Sex & Relationships	M Warrilow	H Thwaites
Assessment & Monitoring	K Walchester	J Massen V Booth
Attendance	G Scott	J.Massen
Residential Visits	K Walchester	J McKie V Booth
Child Protection	T P Atkinson	J Massen J McKie
Cared For Children	G Scott	J Massen
Safeguarding	J McKie	J Massen
Pupil Premium Champion	R Stanley	V Booth
Health & Safety	M Lawless	J Massen A Timmis C Kirkham

