



## Annual Governance Statement Academic Year 2019 - 2020

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<b>Date of Annual Governance Statement</b>	September 2019 – August 2020
<b>School Name</b>	St Andrews Primary School
<b>School Address</b>	Nursery Way, Uxbridge, Middlesex, UB8 2BX.
<b>Telephone number</b>	01985 232768
<b>Contact email address</b>	office@standrewsuxbridge.org.uk
<b>Website</b>	<a href="http://standrewscofeprimary.co.uk/">http://standrewscofeprimary.co.uk/</a>
<b>Category of school</b>	Voluntary aided school
<b>DfE number</b>	312/5208
<b>Ofsted grading and date of last inspection</b>	Requires Improvement – January 2019.
<b>Name of Headteacher</b>	Mrs Nicola Dallibar
<b>Name of Deputy Headteacher</b>	Mrs Annamarie Lawrence

### **The core functions of the governing body**

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As defined by the Department for Education (DfE) in The School Governance (Roles, Procedures and Allowances) (England) Regulations 2013, the core functions of the governing body include:

- Ensuring clarity of vision, ethos and strategic direction;
- Holding the Head Teacher to account for the educational performance of the school and its pupils;
- Ensuring the sound, proper and effective use of the school's financial resources.

In exercising their functions the governing body shall:

- Act with integrity, objectivity and honesty and in the best interests of the school; and
- Be open about the decisions they make and the actions they take and in particular shall be prepared to explain their decisions and actions to interested parties.

***Our governing body has a code of conduct which is reviewed and agreed annually. All governors and associate members are obliged to abide by this code.***

## **Legal constitution of the governing body**

The governing body was formally constituted on

**1st September 2015**

<b>Category of Governor</b>	Appointed or elected onto the governing body
7 Foundation Governors	Appointed by Governing Body
2 Parent Governors	Elected on to the governing body by parents of pupils at the school
1 x Head Teacher	Ex-Officio
1 x Staff Governors	Elected on to the governing body by all staff employed by the school
1 x Local Authority Governor	Nominated by the Local Authority (Hillingdon Council), and appointed by the governing body
<b>Total number of possible governors = 12</b>	

## **St Andrew's Governing body (September 2019 – August 2020)**

<b>Category of Governor</b>	<b>Full Name</b>	<b>Term of Office</b>	<b>Term Ends</b>
Parent	Nicole McAllister	4 years	Dec 2022
Parent	Clay Gibbons	4 years	March 2024
Head Teacher	Nicola Dallibar	Ex-Officio	Ex-Officio
Staff	Annamarie Lawrence	4 years	September 2022
Local Authority	Judy Cooper	4 years	September 2022
Foundation	Seona Barrow	4 years	November 2022
Foundation	Andrew Wilcox	4 years	November 2022
Foundation	Laura Phillips	4 years	March 2023
Foundation	Andrew Studdert-Kennedy	Ex-Officio	Ex-Officio
Foundation	Joanna Mason	4 years	March 2023
Foundation	John Bosco	4 years	March 2023
Foundation	Vacant		

The Clerk to Governors is	Angie Marchant
The Chair of Governors is	Seona Barrow
The Vice Chair of Governors is	Andrew Wilcox

The governing body also invites other attendees to specific meetings as required

<b>Other Attendees</b>	<b>Committee</b>	<b>Job Role</b>
Mark Newton	FGB	LDB Primary Advisor
Maria Coles	FGB	LBH School Improvement Advisor
Val Turner	FGB, Finance	Interim Finance Officer

This governing body can appoint Associate members. Associate Members are not governors but they are public volunteers. They are appointed by the governing body to support the ongoing work and duties of the governing body. The number of Associate Members is determined by the governing body.

<b>Associate Members</b>	<b>Term of office</b>	<b>Voting rights at committee level</b>
<b>Father John Jenkins</b>	<b>28/01/19-/27/01/23</b>	<b>None</b>
<b>Marion Calder</b>	<b>31/08/17 - 01/09/21</b>	<b>None</b>

## **How the governing body delegates and distributes its duties**

The governing body agreed to form **the following committees**. New governors are allocated committees as they join the governing body, the structure and committees are reviewed annually.

<b>Committee 1 Finance</b> <i>Terms of reference</i>	<b>Committee 2 Curriculum and Policy</b> <i>Terms of reference</i>	<b>Committee 3 Personnel</b> <i>Terms of Reference</i>
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Specific panels of the governing body are convened as required for

- School Complaints
- Staff Grievance and Discipline
- Pupil Discipline

The governing body delegates some specific functions to some governors covering specific areas of school life. These governors are known as Link Governors. Our school has the following link governors.

<b>Area of responsibility</b>	<b>Named Governor</b>	<b>Number of visits to school in this role in academic year</b>
Data Protection	?	Termly
EYFS	Judith Cooper	Half Termly
Finance & Best Value	?	Termly
Foundation Subjects	?	Half Termly
Health & Safety	John Bosco	Termly
HR	?	Termly
Humanities	Laura Phillips	Half Termly
ICT	Vacant	Half Termly
Literacy	Judith Cooper	Half Termly
Numeracy	?	Half Termly
PSHE	?	Termly
Pupil Premium	?	Termly
Religious Education	Andrew Studdert-	Termly
Safeguarding	Nicole McAllister	Termly
Science	?	Half Termly
Special Educational Needs and Disability (SEND)	Jo Mason	Termly

**Governing body and committee meeting attendance  
Academic Year 2019/2020**

Governor name	Governing Body Meeting Dates and Attendance					
	Autumn Term	Autumn Term	Spring Term	Spring Term	Summer Term	Summer Term
Nicola Dallibar	Attended	Attended	Attended	Attended	Attended	Attended
Seona Barrow	Attended	Attended	Attended	Attended	Attended	Attended
John Bosco	Attended	Apologies	Absent	Attended	Attended	Attended
Judith Cooper	Attended	Apologies	Apologies	Attended	Attended	Attended
Clay Gibbons				Attended	Attended	Attended
Annamarie Lawrence	Attended	Attended	Attended	Attended	Attended	Attended
Joanna Mason	Apologies	Attended	Apologies	Attended	Attended	Apologies
Nicole McAllister	Apologies	Attended	Attended	Attended	Attended	Apologies
Laura Phillips	Apologies	Attended	Attended	Attended	Attended	
Andrew Studdert-Kennedy	Attended	Attended	Attended	Attended	Attended	Attended
Andrew Wilcox	Attended	Apologies	Attended	Attended	Attended	Attended

**Governing body and committee meeting attendance  
Academic Year 2019/2020: Finance Committee**

Governor Name	Autumn	Autumn	Spring	Spring	Summer

**Governing body and committee meeting attendance Academic Year  
2019/2020: Curriculum & Policy Committee**

Governor Name	Autumn		Spring		Summer

**Governing body and committee meeting attendance Academic Year  
2019/2020: Personnel & Pay Committee**

Governor Name	Autumn		Spring		Summer

## Governing body key areas of focus, effectiveness and impact

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### What were the significant challenges for the governing body in 2019/20?

1.	??
2.	Maintaining a stable financial position.
3.	Aligning Governor and School Strategy to ensure a common goal and approach.

### How were the challenges met?

1.	??
2.	By monitoring and planning ahead governors have ensured that the school is financially sound. However they are always planning and looking for ways of increasing income to ensure the continuing financial stability of the school.
3.	The focus in 2019/2020 was to ensure that the Senior Management Team and the Governors focused on moving out of “requires improvement” by ensuring standards were kept consistently high and that there was one approach and one common vision.

### What were the achievements of the governing body for 2019/2020?

1.	??
2.	??
3.	??

### How have these achievements improved areas of school life?

1.	??
2.	??
3.	??

### Find out more about our school ...

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- Link to Ofsted report <https://reports.ofsted.gov.uk/provider/21/102438>
  - Our school's Ofsted data dashboard can be found at <https://www.gov.uk/school-performance-tables>
  - Link to school's website <http://standrewscofeprimary.co.uk/>
  - Link to school's pupil premium statement on the school's website <http://standrewscofeprimary.co.uk/about/pupil-premium.php>
  - Link to school's PE and sport premium information on the school's website <http://standrewscofeprimary.co.uk/about/sports-premium.php>
  - Link to Parent View Portal, which seeks parents' opinions on aspects of our school, from the quality of teaching, to dealing with bullying and poor behaviour <https://parentview.ofsted.gov.uk/>
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## Governing Body Register of Interests (2019- 2020)

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### This register must

- state the name and category of each governor
- set out any relevant business interests
- set out details of any other educational establishments that they govern
- set out any relationship details between governors and members of staff, including spouses, partners and relatives.

Full Name	Category of Governor	Declarations of Members' Interests: Business, Educational and Personal
Nicola Dallibar	Head Teacher	Head Teacher at St Andrews
Seona Barrow	Foundation Governor	Chair of Governors at Hermitage Primary School
John Bosco	Foundation Governor	None
Judith Cooper	L A Governor	Ward Cllr. LBH. Charity Trusteeships: Fassnidge Memorial Trust Family/close connections to governor/trustee: George Cooper (Husband) – St. Mary's RC Primary School, Uxbridge – Chairman of Finance Committee and member of GB.
Clay Gibbons	Parent Governor	Wife works at STA as pastoral support
Annamarie Lawrence	Staff Governor	Deputy Head at St Andrews
Joanna Mason	Foundation Governor	None
Nicole McAllister	Parent Governor	Registered with HCPC & IBMS and Member of Society for Education but not in a position of control or management
Laura Phillips	Foundation Governor	None
Andrew Studdert-Kennedy	Foundation Governor	None
Andrew Wilcox	Foundation Governor	CEO of Veritas Educational Trust Governor of Berkhamsted School Director of Wilcock Associates Ltd.

***Each governor has declared their interests as given above in writing to the governing body.***

**Chair of Governor's signature** \_\_\_\_\_

**Date**

1<sup>st</sup> September 2020

**Planned review date**

Autumn 2021