

## Broomfield School

### The Governance Annual Statement 2016-17

In January 2014 the Department for Education (DfE) published departmental advice in relation to the School Procedures regulations (2013). A number of additional recommendations, not mentioned in the Procedures regulations, were made in the advice document, including reference to the **publication of an annual governance statement**.

*10. It is also good practice for the Board to publish an annual governance statement (as Academy Trusts are required to do through the Accounts Direction) to explain how it has fulfilled its responsibilities - particularly in relation to its core functions, including:*

- *The governance arrangements that are in place, including the remit of any committees*
- *The attendance record of individual governors at board and committee meetings*
- *An assessment of the effectiveness and impact of the board and any committees with details of any particular challenges that have arisen*

Whilst accepting the publication of a governance statement is not mandatory, NYCC strongly recommends that it is good practice and an effective way for governors to demonstrate that their accountability to parents, at least annually.

We suggest that governors agree a statement – an example is below – and publish this on their website, perhaps at the end of the summer term each year.

## **Annual Governance Statement for the Governing Board of Broomfield School 2016- 17**

In accordance with the Government's requirement for all governing bodies, the three core strategic functions of Broomfield School Governing Board 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 governing Board of Broomfield School is made up of:

*Two Parent Governors;  
One Local Authority Governor;  
One Staff Governor;  
Headteacher;  
Five Co-opted Governors.*

*The range of skills brought to the Governing Body which contribute to effective governance and the success of the school are as follows:*

- A willingness to attend meetings on a regular basis;
- The skill to interpret and understand pupil performance data;
- Leadership experience in education, governance or another area;
- School Financial management;
- Personnel management;
- Special Educational Needs and Disabilities;
- Buildings and Maintenance;
- Health and Safety;
- Curriculum interests.

*The governing board had a programme of meetings throughout the school year with each focused on specific areas of work. The board met on 9 occasions in the 2016/17 academic year. A Working Group also met on one occasion to review the policies of the Board.*

### **Attendance record of governors**

*A record is kept by the clerk to the governing board of governor attendance at Board meetings and in 2016/17 the attendance record of individual governors over the 9 Board meetings was as follows:*

*Mrs N. Blumer – 89% attendance; (75%)*

*P. Fisher – 89% attendance; (89%)*  
*P. Gamon – 78% attendance; (100%)*  
*Mrs S. Gill – 100% attendance; (89%)*  
*Mrs P. Newcombe – 89% attendance; (87.5%)*  
*R. O'Brien – 33% attendance(3 possible meetings only); (100%)(Resigned 29<sup>th</sup> November 2016)*  
*B. Singh – 75% attendance; (n/a and attendance at only 8 possible meetings in 2016/17))*  
*Mrs L. Thompson – 66% attendance; (66%)*  
*T. Whitehead – 78% attendance; (89%)*  
*P. Wilkinson – 89% attendance. (100%)*  
*1 Vacancy.*

*The overall attendance figure was 82% (89.7%) and all absences were for justifiable reasons and consented to by the Governing Board.*

*Note: Figures in brackets are for 2015/16.*

### **The work we have done in the governing board meetings:**

- *Met with OFSTED Inspectors during the recent OFSTED inspection following which the School was judged to be GOOD,*
- *Considered the reports of the Headteacher dealing with pupil performance data and strategic issues facing the school;*
- *Interrogated and challenged through questioning all aspects of the work considered by the Board to see what, if anything, the school can do better for our pupils;*
- *Considered the staffing required to run the school effectively;*
- *Considered the financial management of the school including the Start Budget, monthly budget monitoring reports and completed the Schools Financial Value Statement;*
- *Ensured that the physical fabric of the school is well maintained by the prudent use of the Capital and Revenue resources available to the school;*
- *Considered strategic issues which will affect the school in the future e.g. Membership of the Beacon Partnership and the School becoming an Academy as part of a multi-Academy Trust ;*
- *Ensured that the school's policies are upto date by undertaking an annual review of all policies;*
- *Ensured that Health and Safety at the school is of the highest order by considering the reports of the LA Health and Safety Adviser and by undertaking inspections of the school premises and taking action on any issues identified through the reports and visits.;*
- *Completed a Skills Audit to ensure that the Board has the most appropriate skills available to it;*
- *Appointed new governors to the Board having regard to the gap in skills identified in the Skills Audit.*

### **Strategic Planning for the future**

*The Board looks forward to the challenges which the 2017/18 academic year will bring and will be looking at:*

- Becoming an Academy within a multi Academy Trust;
- Improve underlying attitudes to learning: readiness to learn, with a focus on SEMH ;
- Addressing areas for improvement identified in the 2017 OFSTED Report.

### **How to contact your governing board**

*Information about the school's governing body is available on the governors' page of the school's website*

### **The Broomfield School Governing Board – membership – 2017/18**

<b>Name</b>	<b>Category</b>	<b>Term expires</b>
P. Wilkinson	Local Authority	31 <sup>st</sup> August 2021
P. Fisher	Co-opted	16 <sup>th</sup> March 2019
T. Whitehead	Co-opted	16 <sup>th</sup> March 2019
Mrs L. Thompson	Co-opted	28 <sup>th</sup> September 2019
B. Singh	Co-opted	26 <sup>th</sup> September 2020
Vacancy		
P. Gamon	Parent	3 <sup>rd</sup> November 2018
Mrs N. Blumer	Parent	24 <sup>th</sup> September 2019
Mrs S. Gill	Headteacher	N/A
Mrs P. Newcombe	Staff	24 <sup>th</sup> September 2019