

**Annual Governance Statement for the Governing Body of St Mary's Bolton-on-Swale Church of England Aided Primary School  
September 2022 - July 2023**

In accordance with the Government's requirement for all governing bodies, the three core strategic functions of St Mary's Bolton-on-Swale 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 St Mary's Bolton-on-Swale School was reconstituted on 6 October 2014 and is now made up of:

Two parent governors  
One LA governor  
One staff governor  
Head teacher  
Seven foundation governors

The total number is 12

The full Governing Body meets twice each term. It focuses on the monitoring, evaluation and review of curriculum policy including religious education and collective worship; the requirements of pupils with Special Educational Needs and disabilities; statutory requirements relating to assessment and contributions to the School Improvement Plan.

In addition, the Resource committee meets termly with a specific area of focus on finance, premises and personnel matters. The Admissions Committee which considers admissions criteria and arrangements usually meets once per year. We also have committees that meet if required to consider pupil discipline and staffing matters.

The Governing Body completed a skills audit in the summer term 2023 to ensure they have the range of skills required to deliver effective governance and secure the success of the school. They have continued to participate in relevant training; new governor training and updates to safeguarding training.

**Attendance record of governors**

Governors have excellent attendance at meetings and have never cancelled a meeting because it was not "quorate" (the number of governors needed to ensure that legal decisions can be made).

A record is kept by the clerk to the Governing Body of governor's attendance at meetings and this is displayed on the school website.

A governor who fails to attend meetings of the Governing Body for a continuous period of six months from the date of the first missed meeting without the formal consent of the governing body is automatically disqualified from continuing as a governor of that school.

### **The work we have done in our committees and in the governing body meetings**

The Governing Body has continued to focus on school improvement and enriching the spiritual, moral, social and cultural lives of our children.

All our governors have key areas of responsibility and monitor the work of their link subjects and areas of responsibility by visits to school, participation in educational visits, attendance at class assemblies and church services, meetings with subject leaders. Following the Good Ofsted Inspection of November 2019, governors have continued to support the school in its delivery of high quality teaching and learning. Governors continue to support staff health and well-being.

Safeguarding is a priority for the governors and we now have two Nominated Governors for Safeguarding, Clare White and Claire Garbutt who attend regular training, visit school to complete a safeguarding audit and report to the Governing Body. All our governors regularly update their safeguarding and child protection training.

The Governing Body have analysed teacher assessed school performance data, curriculum targets and assessment and reporting procedures to parents.

Governors continue to analyse and challenge key data and 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. The impact of this monitoring is evident in the strong academic results consistently achieved by our pupils. In 2023 they were above national averages at the end of EYFS, in Y1 phonics, at the end of Y2 and Y6.

The Governing Body also supports the spiritual, moral, social and cultural development of our children through its monitoring of Collective Worship and the delivery of Religious Education.

We monitor 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 pupil outcomes. We have also welcomed three children into school who have English as an additional language.

We also monitor and support the progress of the school's more able children. Governors have monitored the Government's Sports Premium spending which is used to enhance and develop the provision of high quality PE lessons and extra-curricular clubs in addition to our competition structure. The school was re-awarded the Gold School Games Mark Award for 22/23. The school was also awarded the Music Mark 22/23 in recognition of its high quality delivery of music.

Our Service Pupils Premium supports the emotional well-being of our service children especially at times of postings and transition between schools. Our KS2 Service pupils attended the annual service in Ripon Cathedral for Service pupils in November 2022 and we have been invited, once again, to perform with our choir in November 2023.

One of the roles of the governing body is to review and approve school policies, and this year we have considered a number of key policies; Safeguarding and Child Protection; Budget Management and Scheme of Delegation; Information Security Policies; Whistleblowing Policy; Pay Policy; Complaints Policy; Disciplinary Policy; Attendance Policy; Charging and Remissions Policy; Re-organisation and Redundancy Policy; Performance Management; Pay Policy; Fire Safety.

The Resources Committee looks at the maintenance and development of the school premises, and makes decisions about how the school should use the budget. Louise Gigante is our Health and Safety Governor and she monitors termly reports following visits by our North Yorkshire Health and Safety Advisor which have continued during the past year. The Resources Committee approved the 2022/23 budget plan for the school and the 3 year forecast. During the past year we have installed new interactive whiteboard panels and new staff computers in all classrooms. During Summer 23 we replaced a section of the school roof and remedial work was completed in other areas. This was funded by devolved formula capital.

Highlights of the school year were our Harvest Festival, Christmas Nativity, Easter Service, Summer Music Concert and Annual Production in the Village Community, 'Treachery at Traitor's Quay'. Year 6 parents, governors and parish members attended our Year 6 Leaver's Service. Our Year 6 pupils also attended the Annual Leavers Service at Ripon Cathedral. We participated in a full range of educational visits to support our curriculum including Whitby and the Aquarium at Tynemouth. We marked the death of Queen Elizabeth II with visits to St Mary's Church to sign the book of remembrance. In the summer term we celebrated the Coronation of King Charles III with a re enactment of the Coronation Service and a street party. This was attended by Governors, Parents and the local community. Our popular summer fair had a surprise visitor, our current Prime Minister and local MP, Rishi Sunak who took a keen interest in the Y6 Young Apprentice Enterprise Stalls.

The school continued to provide holiday care for 2 days per week during the school holidays to support working parents.

Minutes of Governing Body and Committee meetings are public documents and are available on request.

### **Strategic Planning for the future-Action Plan**

The Governing Body looks forward to further partnership working with staff, parents, parish, diocese and the local and wider community.

Key areas of focus for the year 2023/24 are:

- To support the school as it continues to meet the needs of all pupils and its community. Governors will continue to monitor and evaluate their subject areas including the well-being of staff, whilst working alongside subject leaders to ensure progression in the curriculum
- To support the school in working towards achieving an excellent SIAMS (Church School Inspection) judgement by further articulating the Christian

vision and impact in ways which enable the whole school community to flourish

- To further foster links between the school and wider community

### **How to contact your Governing Body**

We always welcome suggestions, feedback and ideas from parents – please contact the Chair of Governors, Clare White, via the school office. You can see the full list of governors; their pen portraits, their link subjects and committee membership on the governor page of the school website.

### **Bolton-on-Swale St Mary's CE Aided Primary School Governing Body** **Membership at July 2023**

#### **Term of office end dates:**

Forename	Surname	Category	End
Clare	White	Foundation	10/12/26
Lisa	Hutchinson	Local Authority	16/01/26
Robert	Booth	Foundation	27/09/24
Charles	White	Foundation	27/09/24
Louise	Gigante	Foundation	22/07/27
Vanessa	Rafelt	Parent	4/11/23
Andrea	Saward	Foundation	10/12/26
Claire	Garbutt	Parent	19/10/26
Jean	Bath	Foundation	21/02/27
Paula	Reynolds	Staff	12/01/26
Vacancy	Incumbent	Foundation	<i>ex-officio</i>
Nicola	Dobson	Headteacher	<i>ex-officio</i>

#### **Attendance record of Governors**

A record is kept by the Clerk to the Governing Board of Governor's attendance at meetings, details of attendance can be found in the table below. Meetings need to be 'quorate' to ensure that decisions can be made.

**Bolton-on-Swale St Mary's CE Primary School**

**Governor attendance record at meetings for 2022/23 academic school year**

<b>Governing Body meetings</b>	<b>26/9/22</b>	<b>15/11/22</b>	<b>16/01/23</b>	<b>20/03/23</b>	<b>22/05/2023</b>	<b>03/07/2023</b>
Jean Bath	No – not in post	No – not in post	No – not in post	Yes	Yes	Yes
Robert Booth	Yes	Yes	Yes	Yes	No	Yes
Nicola Dobson	Yes	Yes	Yes	Yes	Yes	Yes
Rev. Yvonne Callaghan	No	Yes	No	No – retired on 24/02/23	No – retired on 24/02/23	No – retired on 24/02/23
Claire Garbutt	No – not in post	No – not in post	Yes	Yes	Yes	Yes
Louise Gigante	Yes	Yes	Yes	No	Yes	Yes
Lisa Hutchinson	Yes	Yes	Yes	Yes	Yes	Yes
Paula Reynolds	Yes	Yes	Yes	Yes	Yes	No
Vanessa Rafelt	Yes	Yes	Yes	Yes	Yes	Yes
Andrea Seward	No – not in post	No – not in post	Yes	Yes	Yes	Yes
Charles White	Yes	Yes	No	Yes	Yes	No
Clare White	Yes	(Yes, but present by invitation only <sup>1</sup> )	Yes	Yes	No	No

Governors appointed to Resources Committee	Resources Committee Meeting – in attendance		
	10/10/22	30/01/2023	15/05/2023
Robert Booth	Yes	Yes	Yes
Nicola Dobson	Yes	Yes	Yes
Louise Gigante	Yes	Yes	Yes
Lisa Hutchinson	Yes	Yes	Yes
Charles White	Yes	No	Yes
Clare White	Yes	Yes	Yes

Governors appointed to the Admissions Committee	Admissions Committee Meeting – in attendance
	06/02/2023
Robert Booth	Yes
Nicola Dobson	Yes
Louise Gigante	No
Lisa Hutchinson	Yes
Vanessa Rafelt	No
Clare White	Yes