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Headteacher: Mr A. Ratcliffe BEd (Hons)

# Educating For 'Life In All Its Fullness'

## Chair of Governors – Annual Governance statement.

Dear parents / carers

Every year I provide an Annual Report to summarise the work of the school and Governing Body and reflect on what has been achieved during the past School Year.

The Governing body exists to make sure our school runs effectively, in accordance with the Government's requirements.

Our three strategic functions are: -

- Ensuring clarity of vision, ethos and strategic direction
- Holding the Head teacher to account for the educational performance of the school and its pupils
- Monitoring the financial performance of the school and making sure its money is well spent

We have twelve places on our board and on our return in September we will be looking for one, possibly two parents to join our board as parent Governors. Please keep an eye out for information pertaining to this early in the next school year and if you are interested or have any questions please don't hesitate to get in touch.

Being a Governor is a rewarding role helping to contribute to the overseeing of the school. We use our varied skills and expertise to contribute to the effective governance of Harewood with members who have many years' experience and some very new to the governance role, so you would be very welcome and supported whatever your experience should you wish to join us.

Being a Governor does require some commitment to undertake training and attend meetings. Most training is online undertaken through Governor Support Services in Leeds or on online platforms that we have subscribed to.

Our role as Governors is to provide strategic direction, we are not responsible for the day to day running of the school. Our responsibilities are to provide encouragement, support and to challenge the senior leaders in the following areas, striving always to improve quality of teaching, learning and school performance.

- Standards, attainment and progress of all year groups
- The School's Improvement Plan and Termly Action/Impact Plan
- Attendance and punctuality
- Safeguarding
- Staffing
- Budget & Finance monitoring
- Support for children with special educational needs
- Pupil Premium allowance and its impact on pupils
- Health & Safety for premises and stakeholders



We achieve this by attending four full Governing body meetings and termly committee meetings. These meetings provide us with the opportunity to question reports and data that are presented to us. We also carry out a number of monitoring visits to ensure standards in Safeguarding, SEND, Health and Safety are adhered to, as well as monitoring the curriculum delivery. Our final responsibility is to oversee and monitor the school budget.

We have had an excellent attendance record at our meetings and have not had to cancel a meeting due to being non-'quorate'. A full list of governor attendance is will be available on the school's website soon once I've updated it.

## School Year 2023/2024

Our first meeting in September 2023 we adopted the Governing body, set out our goals and delegated our responsibilities for the academic year. We then had further meetings in November, March, and a final one in July. We have held Committee meetings each term.

It is the Governors responsibility to hold the head teacher to account for the performance management of teachers and his own performance management. Mr Ratcliffe had his performance management interview early in the Autumn term conducted by an external adviser from the Diocese, our vice Chair and another Governor. At this meeting the head sets out what he wants to achieve and where he wants the school to be by the end of the school year, this was monitored by myself and the vice chair mid-way through the year to see targets are being met, or worked towards.

As well as his own personal targets Mr Ratcliffe writes a school development plan each year, this is reviewed at FGB meetings and at separate termly meetings with two other Govenrors to focus on how it is progressing and to discuss any problems in achieving the objectives

Two Governors monitor curriculum delivery by visiting school and observing how the intent, implementation and the impact of the curriculum is being met. This is done by by looking at the curriculum plans and ensuring that there is evidence within school that the plans are being carried out. We also ensure we read the teachers weekly updates and Newsletters as another means of gaining information of what's being delivered in school. SBS continues to robustly monitor Safeguarding, SEND, LAC and CB monitors Health and Safety and GDPR. After each visit a report is written and fed back to the relevant committees and to the FGB.

The Teaching & Learning committee monitor curriculum delivery also, by analysing, questioning and challenging data reports on pupil progress presented by Mr Ratcliffe. Results from data enables Governors to benchmark Harewood against, similar schools, the Local Authority and schools nationally. We particularly look at pupil progress across all ability groups including vulnerable groups and have monitored the effective use of our Pupil Premium Grant.

Every year we review all relevant policies and ensure that all guidance is current and up to date. Special attention is paid to ensure that the school complies with the Department of Education's mandatory policy list and the Local Authorities recommended list. All policies have been reviewed this year and all policies are on the school website.

The resources committee have ensured throughout the year that the budget is monitored effectively through regular review. School Budgets remain very tight and are a cause for concern, as a board we are confident that Mr Ratcliffe has effectively managed the Budget this year and is forward thinking for the coming years.

The Foundation committee meet to discuss the delivery of the RE curriculum in school and monitor the Christian Vision of the school is being upheld; pupils always contribute in some way to these meetings which is lovely to see and engage with the pupils.

## Parents and Carers

I would personally like to extend my huge thanks to you all as we are extremely fortunate to be so well supported by parents and carers of our pupils. Your support of your childs' education and school trips,



attendance at school events is very much appreciated, especially in this current financial climate we find ourselves in. Whilst both teachers and Governors strive to do our best, we understand that sometimes you may not be fully happy with things and always welcome your constructive feedback. The school will always endeavour to work on solutions to problems, whilst keeping teaching and learning a priority.

## Children

The Governing body are very proud of all the children who attend Harewood. Each week we are sent the school newsletter which enables us to see the outstanding achievements the children make. When we visit the school the children are always welcoming and keen to tell us what they are doing, once they find out what we are doing in their class first!

I see first hand when I visit the school what wonderful children we have at Harewood, which is first and foremost why I continue in my role. I had the pleasure of accompanying Class 4 on their residential this year where I witnessed first-hand their enthusiasm, not to mention bravery at taking on difficult tasks and their kindness to each other, it was a wonderful trip.

## Our Staff

In a small school like ours it would be easy to think the staff have a lovely little job in a nice village school but like any financially squeezed public sector role working as a teacher or as a teaching assistant is very hard work, working at Harewood is no exception. Our staff take on more roles working in a small school than they would in others, for example being subject lead in more than one subject.

We have had a difficult year in Class 4 with respect to it being staffed with supply staff for the majority of the year and also for our 1:1 children who have had their support staff leave and we have found extremely difficult to recruit replacements. Mr Ratcliffe will continue in his quest to recruit as soon as possible for these roles.

I see first hand the amount of extra time and effort the teachers put in to making their classes work and I would like to express my gratitude on behalf of the Governors for the amount of work they do put in.

We have a responsibility to monitor spending in school. Our upmost thanks extends to Mrs Flowerdew who works with senior leaders in producing and monitoring the school budget, just one of the role many roles she undertakes.

As a church school, we are lucky to have the Rev Carolyn James who helps the children conduct their collective worship, as well as being a Governor and part of the foundation committee. Her role is very important and helps us ensure that our Christian vision is upheld throughout the school.

As well as teaching and support staff we are very grateful for the work of Monty and her catering team. They work very hard to serve up lovely meals for the children, sampling what they eat is a highlight of the new parents meeting for me, and the fact we have a high percentage of children who access school meals speaks for itself.

## Mrs Burnley

Very sadly Mrs Burnley will be leaving us at the end of term. I have known Mrs Burnley for just under 20 years since my eldest child started at Harewood in 2005. Starting as a supply teacher in 2001, she has since worked in Class 2 and Class 3, she has headed our RE curriculum for many years, is on our Governing Body as Staff and Training Governor as well as being a Safeguarding lead and part of our Senior leadership team.

She became our assistant head in 2018 and when Covid emerged and upended the school she stepped into the breach to help lead the school whilst our interim head had to shield and work from



home, this was something she embraced without question and did way above and beyond her role playing a most significant part in keeping us going through the first wave of Covid.

As a Governor amongst all the above the one thing which stands out for me personally is how in 2019 Mrs Burnley reorganised and brought our schools SEND provision up to speed. As SENCo Mrs Burnley took on studying for an additional degree in special needs. Whilst undertaking this course she recognised many things that needed change and bringing up to date and implemented them as well as doing additional work to support our most vulnerable pupils in school. Her time and effort that she has put in to her work in this role is to be commended.

The Governors thank her for all her hard work whilst she has been at Harewood and we wish her all the best in her future role.

## PTA

The Governing Body are made aware of what the PTA do for the school, and I would like to use this platform to express our sincere thanks. I was once chair of the PTA and I know what a difficult job it can be. This year the PTA have run their regular events such as Bun days, Bingo and just last week the Summer Fair. These are not only wonderful social occasions to bring people together but vital fundraising opportunities that help all the children in school.

## Finally

I am so proud and honoured to be the Chair of Governors at our amazing school. As a Governing Body we will continue to help and support the school to strive for year on year improvements and hope too that we will have your continued support. On a personal I would like to thank my fellow governors for supporting me in my role. Their hard work and the voluntary commitment they give for the good of the school is very much appreciated, without their support my role would it be an impossible task. This year we saw two Governors leave us Hilary Chadwick and Mark Rothery, he was instrumental in acquiring funding for much needed internal repairs to the school as well as serving the school as a parent Governor over the past 4 years.

We always welcome suggestions, feedback and ideas from parents – please contact me, Jayne Jayne, via the school office should you wish to.

With my very best wishes and on behalf of the Governing Body I hope you all have a wonderful Summer break.

Jayne Jayne

Chair of Governors

Harewood C of E Primary School

