

Boughton under Blean and Dunkirk Methodist Primary School
Governing Body Annual Statement 2019 – 2020

It is important that governing and trust boards continue to support and collaborate with executive leaders and ensure that they are still fulfilling their duties regarding the 3 core functions of governance as set out in the Governance Handbook. [DfE Governance Update \(October 2020\)](#):

The Governing Body of Boughton under Blean and Dunkirk Methodist School strives to be outstanding in its support and challenge of the school leadership to ensure the best education possible for pupils. This is achieved by:-

- using the school framework to set the strategic direction of the school
- thorough and regular monitoring of educational objectives stated in the school plan
- monitoring the school's financial management
- reviewing the head teacher's performance annually
- ensuring the highest standard of Safeguarding operate within the school
- undertaking regular policy reviews
- proactively interacting with school stakeholders
- keeping abreast of developments in education through regular training and briefings
- convening a panel to hear formal complaints when required

Governing Body Membership and Attendance

The governing Body has 12 constituted positions and its work is supported by a highly experienced clerk. At the beginning of Term 1, September 2019 there were two co-opted governor vacancies, one of which was filled by Carol Clayson, formerly an associate member.

Interest was shown in the second position by Mrs Jo Dawes who had previously been a governor. We were very pleased to welcome Jo in Term 3. Mr Rupert Kerrell's term of office as parent governor ended in June '20. We are very grateful to him for his contribution as a member and chair of the governing body. He was replaced in Term 1 2020 by Mr Allan Cummins, a former governor and parent of two children at the school

Mrs Brenda Feast was welcomed as our second foundation governor, replacing Ms Joy Everingham.

We regret, that, as a governing Body using the Circle model, we are no longer able to recruit Associate members of the board.

There has been increased interest by members of the community to become governors. It was decided, however not to increase the size of the board but to wait for vacancies to arise.

Our attendance for 2019/20 was down on previous years at 79.31%. This was partly due to only 6/13 governors present at an extraordinary meeting to discuss risk assessment and plans for return to school during Covid. This was not obligatory and took place within the summer break when some people were away.

Strategic Plan,

This was submitted for discussion at the Term 3 Full governing Body (FGB) meeting and an updated plan agreed and adopted in Term 4.

Governor Hub Our Clerk has advised us to sign up to the full package of Governor Hub. This will replace KLZ as a place for our documents, communication and information. It will be more efficient once governors become familiar with it.

Policy reviews

Policies are reviewed in rotation, overseen by Mrs. Collett-White updated by the HT and Deputy Head Teacher. Governors are assigned policies and review them in pairs. Where possible, policies are aligned to particular governor responsibilities. (e.g. Finance, Health and Safety). As a result of the pandemic several extra policies have been updated by the Deputy Head, Jo Cottenden, in accordance with Government advice guidance and regulations. (e.g. Safeguarding, Health and Safety, Behaviour).

Monitoring Visits

During this extraordinary year, it has not been possible to monitor regularly. The HT kept governors informed of procedures in place to protect staff and children of key workers during the lockdown. The

C of G was in regular contact with the HT. Safeguarding, Health and Safety and finance were monitored and up to date information given to governors at the two virtual meetings Term 5 and 6. An extraordinary virtual meeting was held during the summer holiday to inform governors of plans and risk assessments for full re-opening of school in September. Governors have been informed of any adjustments that have inevitably had to be made when the logistics were tested.

Regular virtual monitoring will resume in Term 2 2020. These will be led by the HT and governors will be encouraged to be prepared and question, using the School plan and information from the HT as a guide. Every effort will be made not to burden school staff with extra work. Of particular importance will be monitoring the Catch up Programme, SEND, Safeguarding, Health and Safety and well-being of staff and children.

There have been no informal visits or volunteering since March and volunteering will continue to be suspended whilst restrictions are in place. There have been no performances, or celebrations open to governors or the public.

On the occasional visits into school, the Chair of Governors has made incidental observations regarding procedures in place to protect staff and children and the general happy and safe atmosphere in school and has written a report.

Training

All training since March 2020 has been virtual and unfortunately accurate records are not available. During terms 1 and 2 2019 several governors attended governor briefings and training in understanding data, and during lockdown, Webinar sessions for the Methodist Academies and Schools Trust (MAST) regular Governor Briefings from KCC and recently, Well-being. For the time being, all training will continue to be virtual which in a way is more accessible. Jo Dawes is our Training and Development Governor.

Looking Ahead

We will continue to be living with restrictions for the foreseeable future. This affects our governor responsibilities. We will continue to follow government and Dfe guidance and adapt our duties accordingly. The C of G will remain in regular contact with the HT and be advised by the Clerk. Monitoring will continue and Safeguarding, Health and safety, Catch up learning and SEND will be a priority.

