



HEMINGFORD GREY PRIMARY SCHOOL

ANNUAL GOVERNANCE STATEMENT 2023/24

This statement seeks to outline the impact of governance arrangements at the school throughout the course of the 2023/24 academic year.

Governor Membership, Vacancies and Attendance

The Instrument of Government allows for 12 governors across different categories.

Current membership: 10

Current vacancies: 2

A statement about vacancies and/or turnover and succession planning:

Through the course of the 2023/24 Academic Year, the Governing Body has lost 4 governors and gained 3 governors in their place. Recruitment is in progress for the two vacant parent seats. No Governors are coming to the end of their terms in the next academic year.

Chair: Vanessa Allen

Vice Chair: Amelia Beeley

Clerk: Carlie Huddleston

Attendance: Over the course of the year, Governors at Hemingford Grey Primary School have demonstrated a positive approach in playing their part in effective governance including good attendance at meetings and undertaking carrying out monitoring activities and training.

[Link to meeting attendance on website.](#)

The Structure of Governance

The Board uses the circle model and has met as a Full Board 11 times this year.

There is a Health and Safety Committee that met 3 times this year; it reports to Full Board.

In addition to the above, the school also constitutes annually a Salary Committee and a Headteacher Performance Management Panel.

All groups have a continued oversight of the school's safeguarding responsibilities and manage the updates of school policies aligned to the particular areas of responsibility.

Committees related to particular purposes, such as dealing with complaints or exclusions, are constituted as they are required, in line with the determining policy guidance.

Impact of the work of the Full Governing Body

Over the course of the last academic year, the Governing Body has demonstrated notable impact with regard to;

- The retendering of the school catering contract and award of the new contract to HLS.
- Financial oversight and scrutiny throughout the year, a solid understanding of the school financial position enabled effective discussions and decision-making about the budget setting for 2024/25, including ways to improve the school's financial position.
- Ensuring Governor monitoring activities are planned and undertaken to enable the Board to fulfil its responsibilities, linking with strategic direction and educational performance.
- Supporting our headteacher to reduce working hours by changing to a Co-headship model of leadership. Successful recruitment has allowed an ambitious staff member to develop leadership experience whilst being supported by a knowledgeable Head. With these actions sitting alongside the broader supporting of staff well-being.
- Supporting the school leadership and staff team with maintaining Ofsted readiness throughout the year and achieving a 'Good' Ofsted inspection grade.

The main challenges faced and addressed by the Board this year have been:

- School finances, with external factors having an impact including cost of utilities, staff pay awards, government financing of schools.
- The management by the school of the Hemingford Grey Pre-School including finances, staffing, and number of children on roll.
- A changing Board membership throughout the year, but retaining a solid core of Governors, and new governors stepping forward to fill vacancies.

Impact of the work of the Health & Safety Committee

Over the course of the last academic year, the Health and Safety Committee has demonstrated notable impact with regard to;

- Health and safety of the school premises and grounds checked termly.
- Health and Safety Committee have met each term to ensure the health, safety and well-being of all staff, pupils, and visitors. Amongst other things this has included reviewing accidents, ensuring risk assessments are in place, ensuring evacuations and invacuations take place.
- Securing funding for the relaying and marking of the school car park, reducing the risk of trips and improving pedestrian safety; following a Conditions Survey completed by Cambridgeshire County Council.

The main challenges faced by this committee this year have been:

- Budget restrictions limiting school improvements or project work that go beyond health and safety requirements.

Governor Training

Governors' work is collectively, so we are always able to benefit from our different points of view and considerations within meetings. However, the Governing Body has also benefitted from training courses on the following topics throughout the course of the year;

- Staff subject presentations to Governors about: Well Schools with a focus on PE and active learning, Equality Diversity Inclusion & Belonging (EDIB), Reading and Oracy.
- Equality and Diversity training completed by all governors.
- New governor induction for all our new governors

Governor Monitoring

As well as attending meetings, governors are also expected to visit school to understand more about school life and particular areas of priority (typically linked with different areas of the curriculum, or school development).

Throughout the course of this year, Governors have undertaken particular monitoring in relation to;

- Coming together for a Governor Monitoring Day in the Autumn term to undertake monitoring of priorities from the Strategic Development Plan: early reading and phonics, well schools, EDIB, behaviour and safeguarding.
- Observing Pupil Progress meetings termly – seeing how phase teams use data to focus on the individual needs of children, stretching some and supporting others, to ensure progress is being made by all.
- SEND – completed by the SEND link governor and a new governor, this checked that the school was doing what it said it should be doing and built developed knowledge and confidence for another governor.
- Early years – completed by a new governor, building their understanding and developing relationships for future monitoring visits.

Compliance

The Governing Board has ensured that an effective safeguarding culture is in place. Our work includes:

- Ensuring safeguarding considered at every Board meeting

- Having a named safeguarding link governor who undertakes monitoring work in school termly to check the school's compliance with statutory requirements
- Considering safeguarding during all Governor Monitoring visits
- All governors undertaking safeguarding training, reading KCSIE annually, and some governors being safer recruitment trained.

The Governing Board has ensured that the relevant policies and procedures are in place by:

- Having a robust policy review schedule showing review cycle, last reviewed and next reviewed date for each policy; statutory policies are indicated.
- Judicium (HR) template policies being checked annually.
- All policies being approved by the Board.

Forward Planning

- The Board are looking forward to working with the school leadership team to progress the actions highlighted from the recent Ofsted inspection, to continue the positive work of this good school.
- We will be working with our full-time Interim Headteacher, whom we have been working with as a part-time Co-Headteacher; we look forward to building on and developing this relationship started in 2023-24.
- We will work to help the school achieve a stronger financial position over the coming year.

Other information and contact

Further information regarding the work of the Governing Body can be found at: [School Website](#)

We are open to all stakeholders contacting or engaging with the Governing Board. We can be contacted through our clerk@hemingfordgrey.cambs.sch.uk and chair@hemingfordgrey.cambs.sch.uk email addresses or via the school office.