

## **Annual Governance Statement for the Governing Body of King James's School July 2019**

In accordance with the Government's requirement for all governing bodies, the three core strategic functions of King James's School Governing Body 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 students.
3. Overseeing the financial performance of the school and making sure its money is well spent.

The Headteacher and Governing Body work in close partnership. The Head is responsible for the day-to-day management of the school, implementing the strategic framework established with the Governing Body.

### **Governance arrangements**

The Governing Body of King James's School is currently made up of:

- Parent Governors – Richard Ebdon, Andrew Town
- Local Authority Governor – Heather Hartmann
- Staff Governors – Sophie Cunningham, Carl Sugden
- Co-opted Governors – Andy Howard (Chair), Sarah Tabor (Vice Chair), Pat Dunnill, Rebecca Evans, John Heap, Mark McKenzie, Sophie Ramplin, Mike Smith, Rob Whitehead, vacancy (five Co-opted Governors are also parents of children at the school)
- Associate Member – Dennis James

Debbie Howard, Clerk to the Governors, is also in attendance at meetings.

In order to discharge its duties effectively, the Governing Body has a range of skills. These include experience and expertise in financial management, teaching and learning, school leadership, health and safety, safeguarding, performance management, premises, human resources and strategic planning.

The Governing Body operates using a circular model of governance, which means that all business is now considered at full Governing Body meetings. These take place at least five times per year. Particular tasks, issues and concerns are delegated to:

- Standing working groups – the Governing Body currently has one standing working group, the Executive Finance Group.
- Time-limited working groups – set up to research a particular issue and report back to the Governing Body.
- Panels – for staff discipline, staff discipline appeals, pupil discipline, school complaints and Headteacher performance management.

### **Attendance record of Governors**

The Clerk to the Governors keeps a record of Governors' attendance at meetings. These are published annually on the school website. Meetings need to be quorate (that is half the members need to be in attendance) to ensure that decisions can be made.

### **Statutory duties**

In 2018/19, we have undertaken our statutory duties with regard to:

- financial management
- safeguarding
- performance management of the Headteacher
- health and safety
- reviewing and updating statutory policies
- monitoring the effectiveness of pupil premium and catch-up funding.

Governors have undertaken a variety of training, including new Governor induction, safer recruitment and Governor School Improvement Network meetings.

### **Development plan priorities**

The Governing Body's work revolves around the school development plan.

The school development planning cycle begins in June and the plan is reviewed against the school self-evaluation document (SEF) and against the impact statement from the previous planning cycle. The plan is also reviewed in August, when the outcomes from the GCSE and A level examinations are known.

The school's two key priorities in 2019/20 are to:

- improve the examination outcomes for disadvantaged students
- lower the persistent absentee rate for the same group.

These two priorities are tackled through five strands in the plan.

#### *Teaching and learning*

- Improving feedback and pupil response
- Independent learning
- Quality assurance
- Virtual learning environment

#### *Curriculum and assessment*

- Alternative provision
- Hub and effective study
- KS3 – phase 2
- Assessment

#### *Student standards*

- Tutoring
- Attendance and punctuality
- Behaviour and rewards

#### *Staff*

- Wellbeing and resilience
- Workload
- CPD

#### *Federation*

- Consultation
- Governance

- Joint sixth form provision
- Business services