

Annual Governance Statement 2023 - 2024
(including the Governing Board Register of Interests)

School Name	St. Catherine's Catholic Primary School
Telephone number	01895 442839
Contact email address	office@stcatherine.co.uk
School Address	Money Lane, West Drayton, Middlesex UB7 7NX
Website	https://www.stcatherineprimary.co.uk

Category of school	Voluntary Aided Foundation School
DfE number	3403
Ofsted grading and date of last inspection	Good – February 2018

Name of Executive Headteacher	Ms Colette Acres
Name of Head of School	Mr Peter Doherty

Date of Annual Governance Statement	September 2023
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The core functions of the governing board

Governors are part of a school's leadership team. The core functions of a governing board (GB) are defined by the Department for Education (DfE):

1. Ensuring clarity of vision, ethos and strategic direction
2. Holding the Headteacher (HT) to account for the educational performance of the school and its pupils, and the performance management of staff
3. Overseeing the financial performance of the school and making sure its money is well spent

The conduct of the governing board

In carrying out these functions, governors must be mindful of the need to:

- Act with integrity, objectivity and honesty and in the best interests of the school
- Be open about the decisions we make and the actions we take, and prepared to explain these decisions and actions to interested parties
- Accept the 'Seven Principles of Public Life'; selflessness, integrity, objectivity, accountability, openness, honesty and leadership

Our GB has a code of conduct which is reviewed and agreed annually. All governors and associate members of the GB are required to abide by this code.

Legal constitution of the governing board

The GB was formally constituted in 2015

Category of Governor	Appointed or elected to the governing body?
Head Teacher	1 Ex officio
Staff	1 Elected
Foundation	8 Appointed
Parent	2 Elected
Co-opted	1 Elected
LA – citizen	1 Appointed
Associate Member	1 appointed
Total number of governors = 14	

Current membership of St. Catherine Catholic Primary School Governing Board

Category of Governor	Full Name	Term of Office ends
Executive Head Teacher	Colette Acres – in attendance	Ex. Officio
Head of School	Peter Doherty	Ex. Officio
Parent	Kristine Bray	30.1.2027
Parent (moving to Foundation)	Micheal O'Brien	5.1.2024
Foundation	Mr John McCosker	5.6.2027
Foundation	Fr Brian Smith	31.8.2024
Foundation	Mona Panchal	31.1.2025
Foundation	Simon Sergides	1.9.2027
Foundation	Tony Corish	16.7.2027
Foundation	Gloria Ramshaw	1.9.2027
Foundation		
Foundation		
LA		
Co-opted	Dr Sue Allingham	18.1.2025
Associate Member	Joanne Perry	NA
The Clerk to Governors is	Denise Maloney	
The Chair of Governors is	Michael O'Brien	
The Vice Chair of Governors is	Simon Sergides	

How we organise to carry out our duties

The full governing board (FGB) meets at least 5 times per annum. This includes budget setting.

The following committees have been established for 2023 - 2024:

- Curriculum and standards
- Finance

- HT Performance management (2 meetings)
- Pay and Performance – staff (1 meeting)
- Admissions (1 meeting)

Specific panels of the governing body are convened as required as per the school's procedures for addressing:

- Formal Complaints
- Staff Grievance and Discipline issues
- Pupil Discipline (Exclusions) issues

The GB appoints individual governors, known as Link Governors, to monitor key aspects of school life. Our current Link Governors are:

Core Curriculum	Tony Corish
Wider Curriculum	Mona Panchal/Kristine Bray
Safeguarding and web filtering	Tony Corish
RE and Catholic Life of the School	Fr Brian Smith/ John McCosker
SEND and PP	Simon Sergides/Gloria Ramson
Sports Premium	Monitored by the board
Mental Health and Wellbeing	All governors
H&S	Micheal O'Brien
Attendance	Micheal O'Brien

Governing Board meeting attendance 2022 - 2023

Governor Attendance Record 2022 – 2023 St Catherine Catholic Primary School

		FGB 28.9.2022	FGB 4.10.2022	FGB 2.11.2022	FGB 29.11.2022	FGB 11.1.2023	FGB 24.1.2023	FGB 14.3.2023	FGB 25.4.2023	FGB 16.5.2023	FGB 12.6.2023	FGB 19.7.2023	
	NAME												
1	Micheal O'Brian	x	x	x	x	x	x	x	x	x	x	x	
2	Simon Sergides	x	x	x	x	x	x	a	x	x	x		
3	Jo Perry	x	x	x	x	x	x	x	x	x	x		
4	Gina Gallen	x	a	a	a	-	-	-	-	-	-		
5	Sue Allingham	x	a	x	x	x	x	x	x	x	x		
6	Mona Panchal	m	m	m	m	m	x	x	x	a	a	x	
7	John McCosker	-	-	-	-	-	x	x	x	x	x		
8	Peter Doherty (Acting HT)	x	x	x	x	x	x	x	x	x	x		
9	Fr. Brian Smith	x	a	a	x	x	a	x	x	x	x		
10	Katherine Bray	-	-	-	-	-	-	x	x	x	x		
11	Tony Corish	-	-	-	-	x	x	a	x	x	x		
12	Gloria Ramshaw	-	-	-	-	-	-	-	-	-	x		
Key	- Not a governor m Maternity a Absent												

Governing board effectiveness and impact

Future Plans

The GB priorities for 2023 - 2024 are:

1. To embed governor membership and ensure that succession planning is in place for governance.
2. To monitor development areas in the SDP identified by the Executive Head and Head of School and ensure that progress is made in these areas.
3. To work with, challenge and support the senior leadership to ensure practice is secure.
4. To advertise and appoint a substantive head teacher for the year 2024 – 2025.
5. Ensure the school's vision, values and strategy are embedded and understood throughout the school.
6. Monitor standards to ensure effective progress in teaching and learning continues.
7. Monitor the school's negative finances and ensure the staffing structure is monitored and evaluated for impact on a continuous basis, throughout the year.

Find out more about our school ...

- Link to Ofsted report <http://www.ofsted.gov.uk/inspection-reports/find-inspection-report>

- Our school's Ofsted data dashboard can be found at <http://dashboard.ofsted.gov.uk/>
- Link to school's website: <https://www.stcatherineprimary.co.uk>
- Link to Parent View Portal, which seeks parents' opinions on aspects of our school, from the quality of teaching, to dealing with bullying and poor behaviour. <https://parentview.ofsted.gov.uk/>

Governing Body Register of Interests 2023-2024

This register must

- state the name and category of each governor
- set out any relevant business interests
- set out details of any other educational establishments that they govern
- set out any relationship details between governors and members of staff, including spouses, partners and relatives.

ST CATHERINE CATHOLIC PRIMARY SCHOOL GOVERNOR REGISTER OF INTEREST 2023 -2024

Name			
Peter Doherty	Head of School	Employed at the school	
Simon Sergides	Foundation	None	
Kristine Bray	Parent	None	
Fr Brian	Foundation	Parish Priest	
Micheal O'Brian	Parent	None	
Tony Corish	Foundation	St Vincent Trustee	Pied Heath Governor
Dr Sue Allingham	Co-opted	Liberty Woodland School	Governor
Mona Panchal	Foundation	Panavision Europe Ltd	
Gloria Ramshaw	Foundation	None	
John McCosker	Foundation	None	

Please note: Ms Acres is the Executive Head Teacher but not an ex. Officio governor. Ms Acres has declared an interest as the substantive Head Teacher at St. Bernadettes Catholic Primary school

Each governor has declared their interests as given above in writing to the governing board.

Chair of Governor's signature Micheal O'Brien

Date September 2023

Planned review date September 2024