

**Annual Governance Statement
(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 Headteacher | Miss Elizabeth Doonan |
| Name of Deputy Headteacher | Mr Peter Doherty |

| | |
|--|----------------|
| Date of Annual Governance Statement | September 2020 |
|--|----------------|

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 onto 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 |
| Total number of governors = 14 | |

Current membership of St.Catherine Catholic Primary School Governing Board

| Category of Governor | Full Name | Term of Office ends |
|---------------------------------------|-----------------|---------------------|
| Head Teacher | Liz Doonan | Ex. Officio |
| Staff Governor | Vacant | |
| Parent | Simon Sergides | 17.5.2022 |
| Parent | Micheal O'Brien | 5.1.2024 |
| Foundation | Martin St. John | 31.8.2021 |
| Foundation | Fr Brian Smith | 31.8.2021 |
| Foundation | Joanne Perry | 5.5.2024 |
| Foundation | | |
| Foundation | | |
| Foundation | | |
| Foundation | | |
| Foundation | | |
| LA | Gina Gallen | 31.11.2023 |
| Co-opted | | |
| The Clerk to Governors is | Denise Maloney | |
| The Chair of Governors is | Simon Sergides | |
| The Vice Chair of Governors is | Martin St John | |

How we organise to carry out our duties

The full governing board (FGB) meets at least once per half term.

The following sub-committees meet as required in addition:

- Teaching and Learning
- Resources
- HT Performance management
- Pay and Performance
- PPP

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:

TO BE UPDATED

| Area of responsibility | Named Governor |
|------------------------|----------------|
| Safeguarding | MSJ |
| Mental Health | |
| Health and Safety | |
| SEND | |
| Sports Premium | |
| Pupil Premium | |

Governing Board meeting attendance 2019 -2020

| ST. CATHERINE CATHOLIC PRIMARY SCHOOL | | | | | |
|---|-------------------------|--|--|--------|--------------|
| GOVERNOR MEETING ATTENDANCE 2019 - 2020 | | | | | |
| FGB/EGM | | | | | |
| 23.9.19 | LD,CC,SS,MSJ,FBS | | | ABSENT | GG,AO |
| 20.1.20 | LD,CC,SS,MSJ,FBS,MOB,GG | | | | |
| 28.4.20 | LD,CC,SS,MSJ,FBS,GG,MOB | | | | |
| 9.6.20 | LD,JP,SS,MSJ,FBS,MOB,GG | | | ABSENT | CC |
| 6.7.20 | LD,SS,MSJ,FBS,MOB,GG | | | ABSENT | CC, JP |
| 12.8.20 | LD,SS,MSJ,MOB | | | ABSENT | GG,JP |
| RESOURCES | | | | | |
| 30.10.19 | LD,SS,MSJ, | | | ABSENT | AO,CC,GG,FRB |
| MEETINGS WERE INCORPORATED INTO FGB MEETINGS FROM THIS DATE | | | | | |
| PPP | | | | | |
| 30.10.19 | LD,MSJ,SS | | | ABSENT | CC,FRB,MOB |
| 28.1.20 | LD,GG,CC,SS,MSJ | | | ABSENT | MOB,FRB |
| TEACHING AND LEARNING | | | | | |
| 8.10.19 | LD,GG,CC,SS | | | | |
| 28.1.20 | LD,GG,CC,SS,MSJ | | | ABSENT | FRB,MOB |
| Resignations: | | | | | |
| CH 11.09.19 | Personal | | | | |
| JMc 23.09.19 | Personal | | | | |
| CC 30.7.20 | Personal | | | | |

Governing board effectiveness and impact

Future Plans

The GB priorities for 2020-21 are:

1. To ensure that COVID-19 risks are minimised by keeping the risk assessments under constant review and monitor the impact of any changes that are needed
2. To ensure that all key issues from the previous Ofsted report have been addressed and are positively embedded throughout the school
3. Ensure the school's vision, values and strategy are embedded and understood throughout the school
4. Monitor the school to ensure efficient and effective progress in teaching and learning standards
5. Supervise the school's finances and monitor the efficient allocation of budget resources in support of the school development plan to bring the budget back from deficit as soon as possible, taking into account additional costs brought about by COVID-19
6. Ensure continuous development and leverage of the GB skills and expertise to support and hold the Headteacher and SLT to account for the educational performance of the school and its pupils.
7. To fill vacancies on the board with referrals and assistance of the Diocese

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 2019-2020

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.

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|--|------------|------------|--|--|
| St Catherine Catholic Primary School | | | | |
| Governor register of interests 2020 - 2021 | | | | |
| Liz Doonan | HT | | | Member of NAHT |
| | | | | Partner employed temporarily to do some Health and safety checks |
| | | | | Employee |
| Simon Sergides | Chair | Parent | | Owner of the Ideas HQ |
| Martin St John | Vice Chair | Foundation | | None |
| Gina Gallen | | LA | | Member of Unison |
| Fr Brian Smith | | Foundation | | Parish Priest |
| Micheal O'Brian | | Parent | | None |
| Joanna Perry | | Foundation | | Teacher at St Matthews C E Primary school, West Drayton |

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

Chair of Governor's signature

Date

September 2020

Planned review date

September 2021