

Annual Governance Statement for the Governing Body of the

# Unity Federation of Church Academies

*Colkirk Primary Church of England Academy*

*Sculthorpe Church of England Academy*

*West Raynham Church of England Academy*

2<sup>nd</sup> December 2015

In accordance with the Government's requirement for all governing bodies, the 3 core strategic functions of the Unity Federation of Church Academies 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 pupils;
3. Overseeing the financial performance of the school and making sure its money is well spent.

<b>Governance arrangements</b>	<p>The Governing Body of the Unity Federation was re-constituted in January 2014 and is now made up of 2 staff governors (including the Headteacher), 3 elected Parent Governors and 8 Foundation Governors.</p> <p>The full Governing Body meets twice each term, and we also have a number of committees to consider different aspects of the school in detail. At Unity we have a Finance and Personnel Committee, which focuses on finance and some personnel matters including pay and performance; a Standards Committee, a Health &amp; Safety Group and an Ethos Group. We also have committees that meet if required to consider pupil discipline and staffing matters when appropriate.</p>
<b>Attendance record of governors</b>	<p>Governors have excellent attendance at meetings and we have never cancelled a meeting because it was not "quorate" (the number of governors needed to ensure that legal decisions can be made). In recent months with the conversion to Academies dates moving, some governors have withdrawn from the process to allow the new governing body to begin formation.</p>

**The work that we have done on our committees and in the governing body**

The Governing Body has had a particularly busy year, focusing on school improvement, significant changes to staffing and building works in two of the three schools.

The Standards Committee has spent time considering the introduction of a new curriculum and key governors have met with staff to ensure training and resourcing has been suitable for them. Standards governors have also discussed key data giving the results of pupil achievement and progress, so that we can be sure that the school is on track to fulfil its ambitious targets for all pupils. We are also concerned about our “vulnerable groups” of children and focus on how the Pupil Premium Grant is being spent by the school and what impact this has on their outcomes. We also consider the growing numbers of Children Looked After in our three schools and how we monitor and support their development.

The Resources Committee looks at the maintenance and development of the school premises, and makes decisions about how the school should use the budget. This year has seen remodelling at West Raynham in the art area and a large remodelling and new build project at Colkirk to provide enhanced indoor and outdoor facilities.

Our Health and Safety Governor carries out an annual check of the premises for each school with the Business Manager and caretakers (where possible). Governors are also particularly concerned about safeguarding and the increased level of cases, time and workload this has created for all staff in the federation. They carefully monitor this and support staff where possible. An update is provided at every full governing body meeting by the Executive head as well as an annual safeguarding report.

Early in the summer term, the Finance Committee approved the 2015/16 budget plan for the three schools: we are pleased to report that the schools are in a very healthy position financially and can afford to run an extra class at Sculthorpe and Colkirk for the next three years (numbers depending).

One of the roles for the governors is reviewing and agreeing school policies, and this year we have considered a number of key policies, including Behaviour Management and Safeguarding. We also approved a new Attendance Policy, as a result of legislation changes that no longer allow schools to authorise term time holidays. The Governing Body has also begun to adopt all DNEAT policies (from Autumn 2015).

Minutes of Governing Body and Committee meetings are public documents – you can either find them on the Governors’ page of

	our website or you can ask at the school office if you would like to see any of the minutes of our meetings.
<b>Future plans for the governors</b>	<p>The Governing Body is looking forward to each school converting to the DNEAT Academy Trust on 1<sup>st</sup> December, after this date drifting from 1<sup>st</sup> April 2015.</p> <p>The Governors are considering the remodelling of the main toilets at West Raynham and finalising the leasing of land at Sculthorpe to provide a carpark and sport field for the school.</p>
<b>How you can contact the governing body</b>	<p>We always welcome suggestions, feedback and ideas from parents – please contact the Chair of Governors, via your school office.</p> <p>You can see the full list of governors; their attendance at meetings; minutes of governing body meetings and more information about what we do, on the Governors’ page of the school website.</p>

## Unity Federation of Church Academies Governing Body 2014-15

<b>Full Name</b>	<b>Governor Type</b>	<b>Term From</b>	<b>Term To</b>	<b>Roles</b>	<b>Committee / Role</b>
Chris Allen	Executive Headteacher				Standards, Finance, Personnel
Louise Banks	Parent	1 Jan 2014	30 Dec 2017		Standards
Edward Bundock	Foundation	1 Jan 2004	30 Dec 2017		
Mike Coates	Foundation	1 Jan 2014	30 Dec 2017	Chair	Chair of Personnel, Finance, Cluster Chair
Rob Curl	Foundation				Health & Safety
Lesley David	Staff	1 Jan 2014	30 Dec 2017		Standards
Lucy Fulton	Foundation	1 Jan 2014	30 Dec 2017		Standards
Grant Harrison	Foundation			Vice Chair	Chair of Standards, Finance
Helen Johnson	Clerk			Clerk	Clerk to all committees
Clive Wylie	Foundation	1 Jan 2014	30 Dec 2017		Personnel
Gill Yarham	Foundation	1 Jan 2014	30 Dec 2017		Ethos and Community
Katie Paffet	Parent	1 Jan 2014	30 Dec 2017		SEND Governor
Helen Shaw	Foundation	1 Jan 2014	30 Dec 2017		Chair of Finance