# *Introduction*

This document summarises Governance at Manor Park School and Nursery, as of Summer 2022. The document is stored on the School website, alongside additional information such as the minutes of recent meetings.

# *Purpose of Governance*

In accordance with the Government’s requirements for all Governing Bodies, the core strategic functions of the Manor Park Primary School and Nursery Governing Board are:

* Ensuring clarity of vision, ethos and strategic direction
* Holding the head teacher to account for the educational performance of the school
* Overseeing the financial performance of the school and ensuring value for money
* Promote the highest possible standards for Safeguarding

# *Governance Arrangements*

The Governing Body is currently made up of:

* 2 elected Parent Governors (Cathryn Walley and Lee Williams)
* 6 Co-opted Governors (Pamela Larner, Revd. Paul Deakin, Lesley Dalzell, Julie Nichols, Esther Holden and Bridget Wall)
* 1 Head Teacher (Simon Cotterill)
* 1 Staff Governor (Sarah Jeffery)

The full Governing Board meets once per term. The Chair is Lee Williams, Vice chair is Cathryn Walley and the Clerk is Sue Pomeroy from Cheshire East Local Authority.

In 2020-2021 we are changed the governance to operate as ten meetings of the Full Governing Board that are scheduled approximately every month. We believed that this improved our ability to effectively deliver on our statutory objectives.

# *Attendance of Governors*

We continue to have an excellent record of attendance at meetings, the dates for which are agreed at the beginning of each school year. For 2021-2022 the dates were as shown in the table below. Each meeting runs from 17:00 to 19:00.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Meeting #1 | Meeting #2 | Meeting #3 | Meeting #4 |
| Autumn Term | 22 September | 3 November | 7 December |  |
| Spring Term | 12 January | 15 February | 30 March |  |
| Summer Term | 4 May | 13 June | 13 July |  |

# *Link Governors*

In addition to being members of the Full Governing Body, each Governor takes on specific areas of responsibility as “Link Governors”, where they focus on certain aspects of school operation. The current Link Governors are:

* **Curriculum**: Bridget Wall and Lesley Dalzell
* **English**: Cathryn Walley
* **Foundation Stage**: Pamela Larner
* **Governor Training**: Julie Nichols
* **Health and Safety**: Le Williams
* **Maths**: Cathryn Walley
* **Pastoral**: Revd. Paul Deakin
* **PE and Sport Development**: Esther Holden
* **Pupil Premium**: Lee Williams
* **Safeguarding**: Lee Williams
* **Special Educational Needs**: Julie Nichols

# *The Focus of our Governance*

We want the school to continue to be a happy place where the children receive a high-quality and individually-challenging education that promotes their excitement, enjoyment and enthusiasm for learning. At the core of the school is a set of values that the children understand and exhibit throughout their school life:

* Respect
* Pride
* Responsibility
* Resilience
* Reflection

Building on the above, the school has a three-year plan where governance activities challenge and monitor improvements that the school is making, in five key areas:

* Outcomes for pupils
* Quality of teaching, learning and assessment
* Personal development, behavior and welfare
* Effectiveness of leadership and management
* Early Years

Support and Challenge -

It has been a pleasure to be able to visit the school over the past 12 months as the school opens up after the COVID 19 restrictions abate. All governors have attended school and

met with children and staff to gain an understanding on how the school Is coping with post Covid Lockdowns.

We have offered support and challenge In many areas - Governors have-

* Had a clear overview of finances, including years ahead and have approved the budgets and any virements
* Scrutinised the auditors’ report and are satisfied that finances are sound within the school and the MAT and offer value for money
* Health and Safety is discussed at every meeting and any issues raised are dealt with in a timely manner including external audits examined and ensuring that Risk Assessments are in place and fit for purpose.
* Safeguarding is discussed at every meeting to ensure that children in our school are kept safe and that there are practices, policies and procedures in place to support this.
* We know that the School Development Plan is based on previous data collated for pupil attainment and actions are developed from this. We know what the children achieve in this school and hold the school accountable for this. This includes pupil progress based on prior attainment and to target specific interventions for particular pupils.
* Spent time In school with Phonics and early reading leaders and staff, learning abut the provision and how It supports the specific needs of our children.
* Spent time with curriculum leaders to understand how the new curriculum Is being developed.
* Reviewed the provision for disadvantaged children via the PPG report and PPG lead.
* Ensured that the PE/Sports grant premium Is used wisely and directly supports and Improves PE provision for our children.
* Spent time with our pastoral team to understand the provision that we provide for our children and families to support with wellbeing and mental health.
* Review policies and procedures to ensure the wellbeing of all members of the school community.
* Review staff and parent questionnaires. These highlighted the high level of satisfaction of how well Manor Park meets children’s needs and how to maintain and develop the school further.
* Ensured that there is adequate support and provisions in place to support pupils with SEN and disabilities. This involved a governor meeting with the SENCO and headteacher to ensure that resource allocation is used effectively.
* Approved educational visits to receive assurance of the safeguarding of pupils on schools visits.
* Scrutinised how behaviour and bullying is reported and managed in our school.
* Discussed staff wellbeing on a regular basis and changes implemented to help with workload and work life balance.
* Governors have received assurance of the safe environment for the phased return to school with a number of contingency plans being put into place

# *How you can contact the Governing Body*

We welcome all questions, suggestions and feedback from parents. You can contact the Chair of Governors (Geoff Mason) via the school office, or by email at [chair@manorpark.cheshire.sch.uk](mailto:chair@manorpark.cheshire.sch.uk)

You can see more information about Governors and Governance on the school website, together with the minutes of all recent meetings.

Lee Williams

Chair of Governors

Sept 2022