

**Annual Governance Statement for the Governing Board of
CARLETON RODE AND FORNCETT ST. PETER CEVA PRIMARY FEDERATION
July 2021**

In accordance with the Government's requirement for all governing boards, the 3 core strategic functions Carleton Rode and Forncett St. Peter CEVA Primary Federation are:

- 1. Ensuring clarity of vision, ethos and strategic direction;**
- 2. Holding the Executive Headteacher to account for the educational performance of the schools and their children;**
- 3. Overseeing the financial performance of the schools and making sure the money is well spent.**

Governance arrangements

The Governing Board of Carleton Rode and Forncett St. Peter CEVA Primary Federation consists of 14 members: 1 Bishop's Representative, 7 Foundation Governors, the Executive Head Teacher, 1 elected Staff Governor, 1 Local Authority Governor and 2 elected Parent Governors. We also have the support of 2 non-voting, Associate Governors.

We have at least six full governing board meetings each year and both schools are represented at each meeting. Four sub-committees – Finance & Resources, Curriculum & Standards, Strategic & Distinctiveness and Health & Safety meet half termly, and report back to the board. In addition to the above all Governors also have specific responsibilities. See page 4 & 5 for a list of Governors and their responsibilities.

Attendance record of governors

Governors have good 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). See page 4 & 5 for details of individual Governors' attendance at meetings.

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

Another unusual and challenging year with both our schools once again, being disrupted due to the coronavirus pandemic. Between January and March 2021, we were open only to our key worker and vulnerable children whilst the remaining children, received learning online. A lot of learning had taken place from the previous online learning period and it was felt that a much-improved offer was delivered this time around. As a result of the above governors have asked many questions regarding the curriculum recovery and how this was going to be delivered with particular focus on handwriting including stamina, grammar, punctuation, spelling and some areas of maths.

Governors have continued to meet virtually which has allowed us to gain a good understanding of the challenges faced and the support that is required.

We have closely monitored the wellbeing of the EHT, staff and children and our federation communities as the coronavirus continues to affect both school and home life.

The governing board has remained focussed on ensuring that the federation's leadership and staff receive the necessary support to continue to provide an education to all children that allows each of them to fulfil their potential. We have continued to support the improvement journey of both schools during Judith Jones' periods of absence. We have shared updated information regarding this with parents/carers and also worked closely with external agencies resulting in, the temporary employment of Paul Henery, a retired headteacher, to provide consistent EHT support till the end of term. This has allowed our federation to remain as stable and productive as possible for the children and the whole federation community.

	<p>Both schools have had new outdoor equipment installed which has been positively received by both children and staff. Forncett have had a new telephone system installed and Carleton Rode has had some areas redecorated.</p> <p>We have had a section 8 Ofsted Inspection at Carleton Rode which resulted in us continuing to be a good school but, with some areas that need attention.</p>
<p>Future plans for the governors</p>	<p>Going forward, the governing board will be working on those areas that Ofsted highlighted require improvement, looking at recruitment as some of our governors step down from their current roles and others take on new roles. We will continue to explore ways of sharing the mutual benefit and improvement of both schools whilst maintaining the unique identity and budget of each school. We hope to be able to celebrate Carleton Rode School's 200th anniversary in some way.</p>
<p>How you can contact the governing body</p>	<p>We always welcome suggestions, feedback and ideas from Parents/Carers – please contact the Chair of Governors, via either school office. Approved minutes of the governing board and its four sub-committees are public documents, should you wish to see them please send a request to our Clerk via the school offices.</p>

Name	Role	Terms of office	Additional Roles	Attendance at Meetings
Kirsty Byrne Chair	Foundation Governor	12.09.19 – 11.09.23	Strategic & Distinctiveness (Chair) Curriculum & Standards Finance & Resources Executive Headteacher Performance Management Pupil Premium LAC English RWInc Phonics	FGB 6/6 Strategic 3/3 Curriculum 5/5 Finance 4/6
Sally Richards Vice Chair	Local Authority Governor	12.09.19 – 11.09.23	Curriculum & Standards Strategic & Distinctiveness Attendance Science	FGB 5/6 Strategic 3/3 Curriculum 5/5
Michael Bolger	Foundation Governor	12.09.19 – 11.09.23	Finance & Resources (Chair) Strategic & Distinctiveness More Able History	FGB 6/6 Strategic 3/3 Finance 6/6
Steve Trickey	Foundation Governor	12.09.19 – 11.09.23	Health & Safety (Chair) Strategic & Distinctiveness Training & Mentoring Maths	FGB 5/6 Strategic 2/3 Health & Safety 5/5
Louise Chandler	Parent Governor	12.09.19 – 11.09.23	Curriculum & Standards (Chair) Strategic & Distinctiveness Executive Headteacher Performance Management Equalities PE	FGB 6/6 Strategic 3/3 Curriculum 5/5
Lorna Christoforou-Hazelwood	Parent Governor	12.09.19 – 11.09.23	Health & Safety SEND MFL	FGB 5/6 Health & Safety 4/5
Lydia Avery	Foundation Bishop Appointed Governor	12.09.19 – 11.09.23	Curriculum & Standards R.E SMSC	FGB 2/6 Curriculum 3/5
John Madinda	Foundation Governor	12.09.19 – 11.09.23	R.E SMSC Music	FGB 6/6
Neil Parsons	Foundation Governor	12.09.19 – 11.09.23	Finance & Resources Sports Premium Design & Technology Art & Design	FGB 4/6 Finance 5/6
Liz Service	Foundation Governor	12.09.19 – 11.09.23	Health & Safety Safeguarding Geography	FGB 5/6 Health & Safety 3/5

Helen Carlile	Foundation Governor	12.09.19 – 11.09.23	Health & Safety Wellbeing PSHE/C	FGB 6/6 Health & Safety 3/5
Judith Jones	Executive Head Teacher		Strategic & Distinctiveness Finance & Resources Curriculum & Standards	FGB 5/6 Strategic 3/3 Curriculum 4/5 Finance 5/6
Jon Wheater	Staff Governor	12.09.19 – 11.09.23	Curriculum & Standards	FGB 6/6 Curriculum 2/5
Vicky Brosnihan	Associate Member Non- voting	12.09.19 – 11.09.23	Finance & Resources Health & Safety GDPR	
Rachael Burrows	Associate Member Non-voting	12.09.19 – 11.09.23	Finance & Resources Health & Safety GDPR	
Sam Mealing-Mills	Clerk			
Lydia Avery	Foundation Bishop Appointed Governor	Resigned July 2021		