

Annual Governance Statement for the Governing Board of St Benedict's Infant School
September 2017

In accordance with the Government's requirement for all governing bodies, the 3 core strategic functions of the St Benedict's Infant School Governing Board are:

- 1. Ensuring clarity of vision, ethos and strategic direction;**
- 2. Holding the head Teacher 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.**

Governance arrangements

The Governing Board of St Benedict's Infant School was re-constituted in 2014 and is now made up of 2 staff governors (including the Head Teacher), 2 elected Parent Governors, 1 Local Authority Governor and 4 Co-opted Governors. Co-opted governors are appointed by the Governing Board and are people who, in the opinion of the governing board, have the skills required to contribute to the effective governance and success of the school: on our Governing Board three of the Co-opted governors are members of the Community and the remaining one is a member of staff.

The full Governing Board meets once each term, and we also have a number of committees to consider different aspects of the school in detail. At St Benedict's we have a Strategy Committee which sets and monitors the strategic direction for the governing board; Finance & Personnel Committee, which focuses on finance and some personnel matters; a Curriculum & Standards Committee and a Buildings & ICT Committee. We also have committees that meet if required to consider pupil discipline and staffing matters.

See p3 for a list of Governors.

Attendance record of governors

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). *See p4 for details of individual governors' attendance at meetings.*

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

The Governing Board has had a particularly busy year, focusing on school improvement and Strategy.

During June 2017 the school was inspected by Ofsted and as a result of the inspection maintained its Good rating. The Ofsted inspector who carried out the inspection commented that he would be more than happy for his own children to attend the school.

The Curriculum & Standards Committee has spent time considering the introduction of the new curriculum this year, the SEN provision in school and have discussed key data giving the results of pupil attainment and

	<p>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 pupil numbers and how additional schools opening in the area are affecting our school. Mrs Rollinson is the chair of the Curriculum & Standards Committee.</p> <p>The Buildings & ICT Committee looks at the maintenance and development of the school premises and ICT Infrastructure, and makes decisions about how the school should use the budget. Mr Khan is the Chair of this Committee and he liaises closely with Mr Lennon, the school's Building Services Supervisor.</p> <p>Governors are continuing to focus on safeguarding and we have a Nominated Governor for Safeguarding (Mrs Rollinson) who works with the Head Teacher and SENCO.</p> <p>The Finance Committee approved the 2017/18 budget plan for the school: we are aware of the impending changes to the way schools are funded and will be working with our financial support team (DRB) to ensure our strategic financial plans are robust and rigorous to enable the school to operate effectively through the challenges ahead. Due to the reduced pupil numbers and the additional expenditure that the school is now responsible for the finance committee continue to focus on ensuring that our children are not adversely affected by the challenging financial climate.</p> <p>One of the roles for the governors is reviewing and agreeing school policies; this year we have considered a number of key policies, including Behaviour, Safeguarding and Health and Safety.</p> <p>Minutes of Governing Board and Committee meetings are public documents – you can ask at the school office if you would like to see any of the minutes of our meetings.</p>
<p>Future plans for the governors</p>	<p>Plans are being put into place to convert St Benedict's from an Infant to Primary School (ages 4 to 11). Pending approval from the local education authority and Birmingham city council the plan is that the school will change to a primary School in September 2018.</p> <p>The Governing Board will be focusing on strategic objectives to ensure that children receive the best possible outcomes while at our school. We look forward to continuing the work with the school leadership team in integrating and leveraging the ongoing changes that are happening in the education sector so that the school receives the maximum benefits of those changes.</p> <p>We will maintain our focus on ensuring that budgets are spent to maximise the outcome for the children attending the school and that our children are meeting or exceeding national targets.</p>

How you can contact the Governing Board

We always welcome suggestions, feedback and ideas from parents – please contact the Chair of Governors, Mr Zabar, via the school office. You can see the full list of governors; their attendance at meetings; more information about what we do, on the Governors' page of the school website.

St Benedict's Infant School Governing Board

Governor	Category	Term of office expiry date
Armine Williams	Head Teacher	N/A
Mohammed Zabar (Chair)	Co-opted Governor	07/05/2019
Abbas Khan	Parent Governor	05/02/2018
Sheila Parmar	Co-opted Governor (Deputy Head Teacher)	30/11/2018
Pat Rollinson	LA Governor	09/07/2020
Laura Kearney	Co-opted Governor	11/05/2017
Richard Shaw	Co-opted Governor	12/07/2018
Tara Hanif	Parent Governor	12/07/2018
Sarah Arscott	Associate Member (School Business Manager)	N/A
Mohammed Nadeem	Associate Member (IT Manager)	N/A
Gerry Lennon	Associate Member (Building Services Supervisor)	N/A
Rebecca Wright	Clerk	N/A

St Benedict's Infant School Governors' Attendance Record for 2016-2017

	FGB	FGB	FGB	Strat	Strat	Strat	F&P	F&P	F&P	F&P	F&P	F&P	C&S	C&S	C&S	C&S	C&S	C&S	B&I	B&I	B&I	
	1 Dec 16	25 Apr 17	13 Jul 17	20 Sept 16	10 Jan 17	2 May 17	4 Oct 16	22 Nov 16	24 Jan 17	25 Apr 17	9 May 17	20 Jun 17	29 Sept 16	17 Nov 16	26 Jan 17	9 Mar 17	11 May 17	22 Jun 17	22 Nov 16	25 Apr 17	20 Jun 17	
Laura Kearney	Y	N	Res	N	Y	N	cancelled	Abs	Y	N	Cancelled	Res	Abs	N	Abs	Cancelled	Res	Res	N/A	N/A	N/A	
Abbas Khan	Y	Y	Y	Y	Y	Y	N/A	Y	N/A	Y	N/A	Y	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Y	Y	Y
Samantha Thompson	Y	Y	Y	Y	Y	Y	N/A	N/A	N/A	N/A	N/A	N/A	Y	Y	Y	Cancelled	Y	Cancelled	Y	Y	Y	
Sheila Parmar	Y	Y	Y	Y	Y	Y	cancelled	N	N	Y	Cancelled	Y	Y	Y	Y	Cancelled	Y	Cancelled	N	Y	Y	
Pat Rollinson	Y	Y	Y	Y	Y	Y	N/A	N/A	N/A	N/A	N/A	N/A	Y	Y	Y	Cancelled	Y	Cancelled	N/A	N/A	N/A	
Armine Williams	Y	Y	Y	Y	Y	Y	cancelled	Y	Y	Y	Cancelled	Y	N	Y	Y	Cancelled	Y	Cancelled	Y	Y	N	
Mohammed Zabar	Y	Y	Y	Y	N	Y	cancelled	Y	Y	Y	Cancelled	Y	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Y	Y	Y
Rebecca Wright	Y	Y	Y	Y	Y	Y	cancelled	Y	Y	Y	Cancelled	Y	Y	Y	Y	Cancelled	Y	Y	Y	Y	Y	