



Annual Statement of the Governing Body 2023 – 24

(To be ratified by the full governing body on 23 January 2024)

1. Overview

Schools in England have a governing body made up of governors. Governors are one of the largest volunteer forces in the country and have an important part to play in raising school standards. The role of the governing body is key to the effectiveness of a school.

The governing body conducts its business to take account of the three roles as outlined in the Governors' Handbook:

- **Ensuring clarity of vision, ethos and strategic direction;**
- **Holding the headteacher to account for the educational performance of the school and its pupils;**
- **Overseeing the financial performance of the school and making sure its money is well spent.**

The day-to-day management of the school is the responsibility of the headteacher and senior leadership team.

The governing body also ensures that the school complies fully with statutory safeguarding procedures. All staff have signed a record to confirm they have read Part 1 of the DfE statutory guidance "Keeping Children Safe in Education". The governing body has familiarised itself with the document and has worked with the safeguarding lead in school to complete the annual safeguarding audit.

2. The composition of the governing body

In September 2023, the governing body elected to reconstitute, in keeping with [statutory guidance from the Department for Education](#). We took this decision as it allowed us to change the numbers and types of governors we have and to appoint more people on the basis of the skills they could bring. From 1 January 2024, the governing body will consist of:

- The headteacher
- One elected staff governor
- One appointed local authority governor (vacancy)
- Two elected parent governors
- Six co-opted governors (4 in post, 2 vacancies)

The standard term of office for a governor is four years. The chair and vice-chair are elected annually at the first meeting of the academic year.

3. Meetings of the governing body and attendance

The governing body works in close partnership with the headteacher, staff and the local authority. Whilst the headteacher is, of course, responsible for the day-to-day running of the school, the governors are involved with such things as staffing, curriculum, school buildings and finance. It ensures the school functions well and maintains the proper range of academic and social objectives. The governing body usually meets three times each year; all meetings are clerked by a trained professional clerk. In 2023-24, between September and December the full governing body held one scheduled meeting and two committee meetings: Strategy and Resources and Quality of Education.

Much of the work of the governing body is done by committees, which meet at least every term (three times in the year). At Allerton Grange, we have the following committees.

- **Quality of Education:** *main purpose is to discuss and monitor all aspects of the school's work around pupil attainment and progress, and ensuring that the school's curriculum is broad and balanced and meets statutory requirements. (Chair: Barbara Trayer)*
- **Pupil Development, Safeguarding & Attendance:** *main purpose is to monitor all aspects of the school's pastoral work which includes areas such as attendance, behaviour, safeguarding, Prevent, British Values, Health, and Spiritual, Moral, Social and Cultural (SMSC) provision; an important role of the committee is to ensure all Child Protection policies are fully understood and correctly implemented by all staff (Chair: Dan Carver)*
- **Strategy & Resources:** *main purpose is to ensure that the school spending remains within budget and that all funds are spent wisely to best meet the needs of the pupils; whilst it meets every term, there are additional review meetings with the school's finance director; health and safety of the school site is also part of this committee's remit. In addition, this committee is responsible for developing the growth & sustainability strategy for the school. (Chair: Andy McKinlay until March 2023. Following his resignation, Barbara Trayer acted as chair for the remainder of the term).*

There is also a committee for **Performance Management and Pay**, although this meets less frequently. This committee met in November 2022. (Barbara Trayer, Dan Carver and Andy McKinlay)

Governors are also expected to attend other statutory meetings (e.g. complaints panel) as, and when required, during the academic year.

Governors have good attendance at meetings overall. Apologies for non-attendance are considered on an individual basis. Governors are aware through the code of conduct that non-attendance, which includes apologies not being accepted, will result in the removal of a governor six months from the date of first non-attendance. A prospective governor met with the Chair of Governors and the Headteacher in autumn 2022 and was subsequently appointed as a new co-opted governor. In spring 2023 a further co-opted governor was appointed plus a parent governor.

Role	Name	Term of Office		FGB/Cttee Attendance	Other Attendance
Headteacher	Mr Mike Roper	20/04/15 – 31/08/25		77%	N/A
Staff Governor	Mrs Natalie Harris	16/12/19 – 15/15/23		85%	N/A
Parent Governor	Mr Andy McKinlay	15/07/19 – 14/07/23	Resigned 28/03/2023	57%	Y
Parent Governor	Mr Maninder Dev	15/07/19 – 22/12/23		54%	Y
Parent Governor	Mr Dan Carver	27/11/19 – 22/12/23		92%	Y

Co-opted Governor	Ms Barbara Trayer	11/07/21 – 10/10/25		100%	Y
Co-opted Governor	Mrs Cat Wilkinson	02/07/19 – 01/07/23	Resigned 01/11/2022	0%	Y
Local Authority Governor	Sarah Chamings	25/04/22 – 24/01/26	Resigned 01/11/2022	100%	Y
Co-opted Governor	Mrs Stephanie Nyirenda	14/03/23 – 13/03/27		50%	
Parent Governor	Mr Ashutosh Paul	28/03/23 – 27/03/27		100%	
Co-opted Governor	Mr Tom Loukes	20/09/23 – 19/09/27		N/A	
Co-opted Governor	Mrs Joanne Travis	15/11/22 – 14/11/26		100%	
Co-opted Governor				Vacancy	
Local Authority Governor				Vacancy	

More information about Allerton Grange's governance can be found on our website.

4. The remit of the governing body and its committees

The governing body, headteacher, and senior leadership team complete a self-evaluation of the school. This is on an ongoing basis taking into account external exam results; the school's internal monitoring of pupil progress and attainment; changes to the assessment of pupils and the curriculum and recent Ofsted reports; and other external monitoring. The self-evaluation then informs our school improvement and development plan.

The monitoring and evaluation of progress towards the priorities has been through both the committees and the full governing body meetings during the year 2022-23.

5. The effectiveness and impact of the governing body 2022-23

During the 2022-23 academic year, the governors focused on:

- Ensuring the curriculum provision is suitable for our students and that it is broad, knowledge rich, aspirational and promotes social mobility
- Ensuring assessment is fit for purpose, meaningful and does not contribute to unnecessary staff workload
- The ongoing financial viability of the school. This included overseeing some remodelling of staffing structures to ensure that a balanced budget could be set.

The following are some of the ways in which the governing body impact on the strategic management of the school:

School Development Plan (SDP)

Governors work co-operatively with the headteacher and senior management in the writing and monitoring of the School Development Plan. The School Development Plan sets aims for the school. The current SDP is based on priorities identified from data, school self-evaluation and Ofsted priorities. The SDP is set out with clear aims, the key tasks which will be completed in order to achieve these aims and the success criteria in order to measure outcomes. The SDP is monitored and reviewed termly, with an evaluation overview being completed and presented to governors within the HT report.

Governor visits

The governors are invited to visit the school as part of their monitoring of the SDP and of specific issues. Guidance is provided, in terms of the roles and responsibilities of statutory link governors, and regular training is available in order to up-skill our team.

Data analysis

Data is made available to governors through termly meetings with verbal and written presentations, followed by question and answer sessions with the headteacher and members of the senior leadership team. The governors are then able to benchmark their data against similar schools, both within the Local Authority and nationally to ensure the school's standards and expectations are high. Scrutiny is placed on pupil progress across all ability groups, including vulnerable groups, and on the effective use of the Pupil Premium.

Policies

Governors review all relevant policies on a programmed basis to ensure that all guidance is current and up to date. Specific attention is paid to ensure that the school complies with the Department for Education's mandatory policy list and the Local Authority's recommended list.

Financial management

Members of the governing body have been trained in School Finance Management. The impact of the governors' role in the school ensures that the budget is managed effectively, and improvements are effective and continuous.