



# Denver VC Primary School

## Annual Governance Statement 2022/2023



Please note this statement is not about the current governing body but last years.

<b>School Name</b>	Denver VC Primary School
<b>School Postal Address</b>	19 Ryston Road Denver Norfolk PE38 0DP
<b>Telephone number</b>	01366 383272
<b>Contact email address</b>	<a href="mailto:office@denver.norfolk.sch.uk">office@denver.norfolk.sch.uk</a>
<b>Website</b>	<a href="https://www.denver.norfolk.sch.uk/">https://www.denver.norfolk.sch.uk/</a>

*The governing board must be only contacted via the school details given above, which is the legal business address for the whole governing board.*

<b>Category of school</b>	Voluntary Controlled / Maintained
<b>DfE number</b>	121069
<b>Ofsted grading and date of last inspection</b>	'Good' 29-30/03/2023

<b>Name of Headteacher</b>	Mrs Louise Jones
<b>Name of Deputy Headteacher</b>	

<b>Date of Annual Governance Statement</b>	01/09/2023
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### The core functions of the governing board

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As defined by the [Department for Education \(DfE\) in Governance handbook for maintained schools, academies and multi academy trusts, October 2020](#), the core functions of all governing boards, no matter what type of school or how many schools they govern, have three core functions:

- Ensuring clarity of vision, ethos and strategic direction;
- Holding executive leaders to account for the educational performance of the organisation and its pupils, and the effective and efficient performance management of staff; and
- Overseeing the financial performance of the organisation and making sure its money is well spent.

In exercising their functions, the governing board shall

- Act with integrity, objectivity, and honesty and in the best interests of the school; and
- Be open about the decisions they make and the actions they take and in particular shall be prepared to explain their decisions and actions to interested parties.

***Our governing board has a Code of Conduct which is reviewed and agreed annually. All governors and associate members are obliged to abide by this code.***

## Legal constitution of the governing board

The governing board was formally constituted on

24/05/2016

Category of Governor	Appointed or elected to the governing board?
3 x Parent Governors	Elected on to the governing board by parents of pupils at the school
1 x Headteacher	Governor by virtue of employment by the school
1 x Staff Governor	Elected on to the governing board by all staff employed by the school
1 x Local Authority Governor	Nominated by the Local Authority (Hillingdon Council), and appointed by the governing board
3 Foundation Governors	Ely Diocese
5 Co-opted Governors	Appointed by the governing board
<b>Total number of governors = 14</b>	

## Who volunteers on the school's governing board?

Category of Governor	Full Name	Term of Office	
Parent	Emma Goulding	7/11/20 – 6/11/24	
Parent	Sarah Dungay	21/09/22 – 20/09/26	
Parent	Naomi Peach	21/9/22 20/9/23	Resignation No 2022
Headteacher	Louise Jones	30/04/12	
Staff	Dawn Henden	25/09/19 – 24/09/23	
Local Authority	Amanda Dawson	27/02/23 – 26/02/24	Resigned Dec 2022
Foundation	Jo Walton	01/01/20 – 31/12/23	
Foundation	Carole Reich	09/12/20 – 08/12/24	
Coopted	George Pettit	5 /9/22- 4/9/26	Resigned Nov 2022
Coopted	Mark Brock	21/9/26	Non- engagement
Coopted			
Coopted			
Coopted			

<b>The Clerk to Governors is</b>	Rebecca Blakeway-Long
<b>The Chair of Governors is</b>	Carole Reich
<b>The Vice Chair of Governors is</b>	Jan Wilde / Amanda Dawson

## How the governing board delegates and distributes its duties

The governing board agreed to form the following committees on 07/12/22. This is reviewed annually.

<b>Strategic Direction</b>	<b>Finance</b>	<b>Human Resources</b>
<b>Membership:</b> Louise Jones Janet Wilde Emma Goulding Sarah Dungay Carole Reich Amanda Dawson	<b>Membership:</b> Louise Jones Sarah Dungay Jo Walton Carole Reich Amanda Dawson	<b>Membership:</b> Louise Jones Jo Walton Carole Reich Amanda Dawson
<b>Terms of reference</b>	<b>Terms of reference</b>	<b>Terms of reference</b>
<ul style="list-style-type: none"> <li>• Providing leadership on developing plans for the sustainable future of the school.</li> <li>• Approving policies specified by Scheme of Delegation</li> </ul>	<ul style="list-style-type: none"> <li>• Working with HT &amp; LA to set budget</li> <li>• Regular scrutiny of finances at budget reviews</li> <li>• Approving policies specified by Scheme of Delegation</li> </ul>	<ul style="list-style-type: none"> <li>• Support HT on HR issues</li> <li>• Being party to selection panels</li> <li>• HTPM</li> <li>• Approving policies specified by Scheme of Delegation</li> </ul>
<ul style="list-style-type: none"> <li>• At least 3 – one a term</li> </ul>	<ul style="list-style-type: none"> <li>• At least 6 – two a term</li> </ul>	<ul style="list-style-type: none"> <li>• At least 3 – one a term</li> </ul>
<ul style="list-style-type: none"> <li>• Key decisions made and impact</li> </ul>	<ul style="list-style-type: none"> <li>• Key decisions made and impact</li> </ul>	<ul style="list-style-type: none"> <li>• Key decisions made and impact</li> </ul>
<b>Curriculum</b>	<b>Foundation</b>	<b>Buildings &amp; Health &amp; Safety</b>
<b>Membership:</b> Louise Jones Dawn Henden Emma Goulding Carole Reich Amanda Dawson	<b>Membership:</b> Louise Jones Jan Wilde Jo Walton Carole Reich	<b>Membership:</b> Jan Wilde Emma Goulding
<b>Terms of reference</b>	<b>Terms of reference</b>	<b>Terms of reference</b>
<ul style="list-style-type: none"> <li>• Monitor Curriculum Development</li> <li>• Approving policies specified by Scheme of Delegation</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure the Christian Foundation of the school is adhered to and developed</li> <li>• Approving policies specified by Scheme of Delegation</li> </ul>	<ul style="list-style-type: none"> <li>• Monitoring Building safety and condition</li> <li>• Practices across school meet Health &amp; Safety standards</li> <li>• Approving policies specified by Scheme of Delegation</li> </ul>
<ul style="list-style-type: none"> <li>• At least 3 – one a term</li> </ul>	<ul style="list-style-type: none"> <li>• At least 3 – one a term</li> </ul>	<ul style="list-style-type: none"> <li>• At least 3 – one a term</li> </ul>
<ul style="list-style-type: none"> <li>• Key decisions made and impact</li> </ul>	<ul style="list-style-type: none"> <li>• Key decisions made and impact</li> </ul>	<ul style="list-style-type: none"> <li>• Key decisions made and impact</li> </ul>

Specific panels of the governing board are convened as required for

- School Complaints
- Staff Grievance and Discipline
- Pupil Discipline
- Head Teacher Performance Management

The governing board delegates some specific functions to some governors covering specific areas of school life. These governors are known as Link Governors. Our school has the following link governors

<b>Area of responsibility</b>	<b>Named Governor</b>	<b>Number of visits to school in this role in academic year</b>
Safeguarding	Carole Reich	3
Special Educational Needs and Disability (SEND)	Jan Wilde	2
GDPR & Cyber Security	Sarah Dungay	1
Sport's Premium	Dawn Henden	
Attendance	Emma Goulding	1
Behaviour	Carole Reich	1
British Values	Carole Reich	1
Collective Worship	Foundation Committee	3
EAL	Emma Goulding	1
LAC	Emma Goulding	
HTPM	Jo Walton / Carole Reich	2
Pupil Premium	Jan Wilde	
Equality	Jan Wilde	1
Health & Safety	Jan Wilde	1
Safer Recruitment	Carole Reich	1
Website	Carole Reich	n/a
SIDP Objective 1 Quality of Education	Carole Reich	1
SIDP Objective 2 Behaviour & Attitudes	Jan Wilde	1
SIDP Objective 3 Personal Development		
SIDP Objective 4 Leadership & Management	Jan Wilde	1
SIDP Objective 5 EFYS	Carole Reich	2

The Governing board asks governors to link to specific subjects to monitor the subject action plans and development in the school.

Subject	Named Governor	Number of visits to school in this role in academic year
Art	Carole Reich	1
Computing / IT	Sarah Dungay	1
Design & Technology	Sarah Dungay	1
English	Carole Reich	1
Geography	Carole Reich	
History	Jo Walton	
Maths	Jan Wilde	1
MFL / EAL	Emma Goulding	
Music	Emma Goulding	1
PE	Jo Walton	1
RE	Carole Reich	2
RSHE	Jan Wilde	1
Science	Sarah Dungay	

### Governing board and committee meeting attendance

Governor name	Governing Board Meeting Dates and Attendance				
	Autumn Term 21/09/2022	Autumn Term 07/12/2022	Spring Term 08/03/2023	Spring Term 10/05/2023	Summer Term 27/06/2023 opt
Louise Jones					No Meeting
Dawn Henden					
Emma Goulding					
Jan Wilde					
Jo Walton					
Sarah Dungay					
Carole Reich					
Amanda Dawson					
George Pettits					
KEY	Attended	Apologies given and accepted	Absent without consent	Resigned	

Membership	Strategic Direction Committee Meeting Dates and Attendance			
	Autumn Term 8/11/2022	Spring Term 22/2/2023	Summer Term 2/5/2023	Summer Term 18/7/2023
Louise Jones				
Carole Reich				
Emma Goulding				
Sarah Dungay				
Jan Wilde				
Amanda Dawson				

Membership	Finance Committee Meeting Dates and Attendance					
	Autumn Term 29/11/2022	Autumn Term 2/12/2022	Spring Term 07/2/2023	Spring Term 21/02/2023	Summer Term 19/04/2023	Summer Term 13/6/2023
Louise Jones						
Carole Reich						
Jo Walton						
Sarah Dungay						
Amanda Dawson						

Membership	Human Resources Committee Meeting Dates and Attendance	
	Autumn Term 15/11/2022	Spring Term 18/5/2023
Louise Jones		
Carole Reich		
Jo Walton		
Amanda Dawson		

Membership	Curriculum Committee Meeting Dates and Attendance	
	Autumn Term 22/11/2022	Summer Term 15/5/2023
Louise Jones		
Dawn Henden		
Emma Goulding		
Carole Reich		
Amanda Dawson		

Membership	Foundation Committee Meeting Dates and Attendance				
	Autumn Term 25/11/2022	Spring Term 1/3/2023	Spring Term 25/4/2023	Summer Term 23/5/2023	Summer Term 27/6/2023
Louise Jones					
Jan Wilde					
Jo Walton					
Carole Reich					

Membership	Buildings & Health & Safety Committee Meeting Dates and Attendance					
	Autumn Term dd/mm/yy	Autumn Term dd/mm/yy	Spring Term dd/mm/yy	Spring Term dd/mm/yy	Summer Term dd/mm/yy	Summer Term dd/mm/yy
Louise Jones						
Jan Wilde						
Emma Goulding						

## Governing board effectiveness and impact

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### **What were the significant challenges for the governing board in 2022/23?**

1. Impending Ofsted
2. Starting the year without a full complement of teaching staff
3. Projections of pupil numbers were low
4. First full year after Covid

### **How were the challenges met?**

1. Developed strategy to ensure all aspects of school life ready for scrutiny
  - o Robust SID Plan and SEF
  - o Monitoring schedules established and followed
  - o Governors developed deeper understanding of school
  - o Closer working relationships with staff (we're in this together not criticising)
2. Advertised and able to appoint and start member of staff just after half term
3. Strategy to increase uptake of numbers
  - o Continuation of Toddler Group
  - o Positive publicity for all events in school

### **What were the achievements of the governing board for 2022/23?**

1. Successful Ofsted inspection in March 2023 – school gained a Good Judgement
2. Closer working relationship with staff
3. Monitoring of broad aspects of school completed and linked closely to SID Plan

### **How have these achievements have improved areas of school life (impact)?**

1. School community encouraged by inspection results.
2. Staff recognise they are good and can bring about greater positive developments for the children
3. Governors and staff have closer working relationship

## Find out more about our school ...

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- [Link to Ofsted report](#)
- [Link to school's website](#)
- [Link to school's Pupil Premium statement on the school's website](#)
- [Link to school's PE and Sport Premium information on the school's website](#)
- [Link to Parent View Portal, which seeks parents' opinions on aspects of our school, from the quality of teaching, to dealing with bullying and poor behaviour.](#)

## Governing Board Register of Interests 2022-2023

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### This register must

- state the name and category of each governor
- set out any relevant business interests
- set out details of any other educational establishments that they govern
- set out any relationship details between governors and members of staff, including spouses, partners, and relatives.

Full Name	Category of Governor	Declarations of Members' Interests: Business, Educational and Personal
Sarah Dungay	Parent Governor	• None
Emma Goulding	Parent Governor	• None
George Pettit	Coopted Governor	• None
Janet Wilde	Foundation Governor	• Sister to Carole Reich • Chair of Governors of Primary School in Brighton
Jo Walton	Foundation Governor	• None
Carole Reich	Foundation Governor	• Sister to Janet Wilde • Former Executive Head Teacher for DEMAT
Dawn Hendon	Staff Governor	• None
Louise Jones	Headteacher	• Member of Staff of Denver School
Amanda Dawson	LA Governor	• None

*Each governor has declared their interests as given above in writing to the governing board.*

**Chair of Governor's signature**



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**Date**

**31-10-2023**

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**Planned review date**

**July 2024**

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