

Annual Governance Statement

ANNUAL GOVERNANCE STATEMENT FOR THE ACADEMIC YEAR 2018-2019

THE FEDERATION OF NORTH & SOUTH COWTON COMMUNITY PRIMARY SCHOOL AND MELSONBY METHODIST PRIMARY SCHOOL

From 20 May 2019

The Federation had previously been formally agreed by Governing Bodies of the two constituent schools following a period of collaboration.

The FGB comprises:

9 Governors as specified in the Instrument of Government dated 25 March 2019

- 2 Parent Governors (Mr Phil Martin, Vacancy)
 - 2 Foundation Governors (Mr Malcolm Cundick, Mrs Sue Sleightholme)
 - 1 Headteacher (Mr Trevor Watson)
 - 1 Staff Governor (Mrs Debbie Cheesbrough)
 - 1 Local Authority Governor (Mr Stuart Priestley)
 - 2 Co-opted Governors (Mrs Katharine Millar was co-opted at the 20 May meeting); there is one vacancy which is expected to be filled at the September FGB meeting.
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- The Governing Body appointed a NYCC Clerk who is responsible for arranging meetings, taking minutes and following up on all actions. The Clerk also advises on procedural matters and plays a key role in the work of the Governing Body.
 - Governors are all appointed (except for the Headteacher), were independent and had equal status to each other. A Chair and Vice Chair are elected by the Governing Body and work closely together with the Headteacher and the Clerk.

The Federation was formally initiated on 20 May 2019 with a business meeting. There was one other FGB meeting before the end of the school year on 16 July 2019.

At the inaugural meeting on 20 May 2019, Stuart Priestley was elected as Chair with Katharine Millar as Vice-Chair.

The following Committees were established:

- Staff Discipline
- Staff Discipline Appeals
- Pupil Discipline
- School Complaints Panel

It was agreed that all Governors eligible be appointed to all Committees. If convened Membership to be decided by availability.

Federation of Melsonby and North/South Cowton Primary School		Meetings 2018/19			
		20th May 2019	16th July 2019		
Foundation	Malcolm Cundick		1	1	50%
Foundation	Sue Sleightholme		0	0	0%
LA	Stuart Priestley	1	1	2	100%
Co-opted	Katharine Miller	1	1	2	100%
Parent	Phil Martin	1		1	50%
Parent	Charlotte Noone (resigned Oct 2019)	1	1	2	100%
Staff	Debbie Cheesbrough	1	1	2	100%
Head	Trevor Watson	1	1	2	100%

The major issues with which Governors have been working between May and August 2019 were:

- Recruitment of a new Headteacher from 1 January 2020 following Trevor Watson's retirement on 31 December 2019.

A Recruitment panel was agreed at the 20 May meeting: Stuart Priestley, Charlotte Noone (subsequently resigned in October 2019), Malcolm Cundick.

Following several unsuccessful attempts to seek a third school for the Federation (as agreed at the 20 May FGB), a proposal to proceed to advertise the post using the services of the NYHR Recruitment section was tabled and approved at the 16 July meeting.

The post has subsequently been advertised and a Recruitment Timeline of actions is in current use.

The Chair has completed Safer Recruitment training.

- Budget issues, especially at North & South Cowton, have been considered in some detail and various solutions to a range of problems have been considered and will continue thus in the Autumn Term.

A meeting with LA officers to explore building changes at North & South Cowton was held with the Head, the Chair and the Bursar present. No decisions were taken but the matters will be re-considered in September.

- Staffing matters: A redundancy was necessary to bring teaching assistant provision at North & South Cowton down to manageable but still fairly generous levels.
- The Promotion of the two schools is considered absolutely vital given the reducing pupil numbers.
- We have started to examine preparation for a possible Ofsted inspection at Melsonby in the near future.