

Melbury Primary School Governing Body Impact Statement

School Year 2024-25

This report provides a brief summary of the work of the school's governing body in 2024-25 and its impact on the school and pupils.

The Governing Body

The Governing Body is made up of parent governors, a Local Authority governor, staff governors and co-opted governors. The full governing body meets 3 times a year. A separate Finance and Personnel committee and a Strategic Development Committee, meet a minimum of once termly. At times, working parties comprising representatives from the school and from the governing body, meet to progress specific pieces of work. A pay committee also meets annually.

A professional clerk from the local authority's Governor Services attends and minutes all full governing body meetings. Other meetings are minuted by members of the committee/school staff.

The skills and experience of the governing body are reviewed using the National Governors Association audit tool. The analysis of responses will identify any significant gaps in governor knowledge and experience and will inform future recruitment. This year a governor with significant professional experience in HR and finance has been recruited to the board.

The governing body works closely with school leadership to ensure that the school continues to work effectively.

Governor meetings

During 2024- 25, the governing body has conducted face to face meetings, with members joining on-line if unable to attend in person. All scheduled meetings have taken place.

At each meeting, governors receive regular reports from the head teacher, the school business manager and other staff members. Agendas are set through discussion with the chair and the school leadership, based on the established termly format, recommended by governor services. Areas regularly discussed include: pupil outcomes, attendance, safeguarding, pupil premium, SEND and finance and staff well-being. Governors will also be included in strategic decision making such as those relating to curriculum development and the school development plan. Through these discussions – at full governing body and at committee meetings, the governors are able to gain a clear understanding of the school and act as a critical friend.

Finance committee (F and P)

The Finance and Personnel committee meets at least once termly. At each meeting the school business manager and head teacher present clear information about the school's finance and progress against the three year plan. Any significant variances

are considered and actions agreed. Members of the finance committee also contribute to the completion and monitoring of the SFVS.

Staffing issues are also brought to this meeting for information and discussion. Governors also support any meetings and action required to address staffing concerns, taking advice from the local authority.

The outcomes of the F and P committee are presented to the full governing body.

Pay Committee

The pay committee meets annually to review the performance management of all staff, carried out by the senior leadership team and to consider the pay recommendations. The committee ensures the process is fair and consistent and that targets are in line with the school development plan

Headteacher Appraisal

Governors are appointed to carry out the headteacher performance review, alongside the School Improvement Adviser, who is appointed as an external adviser to the panel. In discussion with the head, targets are reviewed and new objectives set.

Strategic Development Committee (SDC)

Members of SDC work with the school to monitor the school development plan and consider matters relating to curriculum planning and delivery. Outcomes of discussions are reported back to the full governing body.

In addition, link governors have been appointed to monitor each of the following areas:

Overall curriculum, English, Maths, ICT, Humanities, Art, DT, Music, Spanish, PE, Science, RE, PSHE, Health and Safety, Safeguarding, Pupil Premium and catch up funding, attendance.

At each full governor meeting, link governors have the opportunity to report back on school visits and to discuss findings as appropriate.

SEND

The school continues to support a high percentage of pupils with SEND. A governor with significant experience in SEND continues to link with school to understand the processes and provision in place. Provision and outcomes for pupils with SEND is reported on at termly governor meetings.

Pupil Premium

A significant number of pupils are eligible for pupil premium funding, reflecting the challenges the school community faces. The pupil premium strategy is shared and provided by governors and governors receive a regular report.

School Progress

Governors' contribution to the progress made includes:

- Regular challenge to school leadership in meetings
- Scrutiny of school data

- Monitoring visits
- Regular scrutiny of school policies
- Regular review of progress against School Improvement Plan

Training

All governors have regular access to training offered by governor services. All new governors are offered an induction programme

All governors have access to The Key for Governors

The school also provides training in certain areas such as safeguarding.

Date of completion: September 2025