

ANNUAL GOVERNANCE STATEMENT

BROADHEATH PRIMARY SCHOOL

1 THE BOARD OF GOVERNORS

Name	Type of Governor	Current term of office expires
Dr Janice Whatley	Co-opted	22.04.2019
Mr John Watson	Local Authority	01.11.2020
Mr Martyn Bratt	Parent	12.11.2019
Mrs Jennie Beech	Parent	23.11.2018
Mrs Hayley Fallon-Bond	Co-opted	19.06.21
Mrs Jo Nobbs	Parent	12.05.2021
Mrs Kirsten Lyde	Headteacher	current
Mrs Lyndsey Buckley-Ratcliff	Co-opted	23.11.2018
Mrs Roz Ford	Co-opted	21.06.2019
Mrs Susan Douglas	Chair	18.03.2021
Mrs Vicky Erskine	Staff	18.06.2019
Rev. Helen Scarisbrick	Co-opted	01.03.2019
Rev. Ian Golding	Vice Chair	19.03.2018
(13)		

2 CLERK TO GOVERNORS

Julie Lawson – Governor Services Manager

Trafford Governor Services,
2nd Floor Waterside House,
Sale,
M33 7JF

Tel – 0161 912 3218

3 COMMITTEES

Finance & Staffing

Mr John Watson
Mrs Kirsten Lyde
Mrs Roz Ford
Mrs Susan Douglas - Chair
Rev Ian Golding
Mrs Hayley Fallon Bond*

Standards & Curriculum

Mrs Kirsten Lyde
Mrs Lynsey Buckley-Ratcliff
Mrs Vicky Erskine
Rev Ian Golding - Chair
Rev Helen Scarisbrick
Mrs Jo Nobbs*

Buildings Health & Safety

Dr Janice Whatley
Mr Martyn Bratt - Chair
Mrs Jennie Beech
Mrs Kirsten Lyde

*New Governors

4 ATTENDANCE

GOVERNOR	BOARD MEETINGS THIS ACADEMIC YEAR (No/%)	COMMITTEE MEETINGS THIS ACADEMIC YEAR (No/%)	TRAINING SESSIONS	VISITS TO SCHOOL
Dr Janice Whatley	066	100	1	3
Mr John Watson	100	050	2	5
Mr Martyn Bratt	100	075	1	2
Mrs Hayley Fallon Bond	033	000	1	1
Mrs Jennie Beech	066	050	1	3
Mrs Jo Nobbs	033	000	0	1
Mrs K Lyde	100	100	2	All
Mrs Lyndsey Buckley-Ratcliff	066	075	1	2
Mrs Roz Ford	033	066	1	3
Mrs Susan Douglas	100	080	2	5
Mrs Vicky Erskine	100	100	1	All
Rev Helen Scarisbrick	033	000	1	4
Rev Ian Golding	100	100	1	6

5 GOVERNOR PROFILES

Dr Janice Whatley Numeracy	<p>I took on this role on because I have an interest in education as the key for our future citizens, so when asked through St Alban's church, I decided to accept. I am a lecturer in Information Systems, now partly retired and working a few hours a week at Manchester Metropolitan University, where I support computer lab sessions and help source projects from local organisations for our second year students. As a Fellow of the Higher Education Academy, I have a keen interest in pedagogical ideals, many of which do translate from higher education to primary education.</p> <p>As a Christian I will always try to promote these values. My interests include playing golf and badminton, baking and handicrafts.</p>
Mr John Watson	<p>I have now retired having spent 52 years running a small company in the construction industry, this is an ideal opportunity for me so that I can put something back in to the community.</p> <p>I have served on the Regional and National Associations of my sector of the construction industry, spending 2 years as President.</p> <p>I am currently vice Chairman of the Governing Body at Stamford Park Infants school in Hale.</p> <p>My interests are cricket, (life member of Lancashire), Manchester City (season ticket holder) and Scottish rugby.</p> <p>I am Chairman of Bowdon Bowling Club and captain of the Club's team in the league, I am also Chairman of Bowdon Community Association. In addition I am chairman of Bowdon conservatives which led to my appointment as the Local authority representative on the Governing Body.</p> <p>After running a business for many years, I can easily apply my admin skills and share my experience of the Construction Industry which will no doubt be put to good use for the new build.</p>
Mr Martyn Bratt IT	<p>I have been a co-opted governor at another primary school in Eccles for a number of years, and was invited to be so on account of my IT background as the Network & IT Resources manager at Xaverian Sixth Form College. As part of my</p>

	<p>role at Xaverian, I'm required to report to the Senior Management Team and the college's own board of governors on a regular basis, so I have a reasonable amount of experience working with governors from both sides of the table. When the position for a parent governor at Broadheath was advertised, I felt it would be a great opportunity to contribute to the development of the school with any of the skills I possess that might be relevant. I enjoy the outdoors and am a keen photographer and cyclist, I run a bike club at the college on Wednesday afternoon enrichment slots teaching students how to ride Mountain Bikes and BMX.</p>
<p>Mrs Hayley Fallon Bond</p> <p>Finance</p>	<p>New Governor – detail to follow</p>
<p>Mrs Jo Nobbs</p>	<p>New Governor – detail to follow</p>
<p>Mrs Jennie Beech</p> <p>Safeguarding / Pupil Premium</p>	<p>I have been a Governor for 6 years now and thoroughly enjoy this role. It is very interesting to be a part of this team, working together for the greater good of the school.</p> <p>In my spare time I enjoy watching ice hockey, a great family friendly sport. I'm also a keen reader and love visiting zoos with the family!</p> <p>During the day I work alongside my husband as we are both childminders, which we find very rewarding, we enjoy seeing the children blossom and support Broadheath Primary School at every opportunity.</p> <p>I am excited about their vision for the future and want to continue to support them as much as I can.</p>
<p>Mrs K Lyde</p> <p>Headteacher</p>	<p>I am privileged to be Headteacher/Governor of Broadheath Primary at such an exciting time in the life of the school. I embrace the challenges we face and the future that we are building for all of our children. I feel incredibly lucky to have a great team of caring staff around me and our Governing body is absolutely key to this. As a whole school community we have a clear vision and are determined that all our staff and every child that we have in school will be the very best that they can be.</p>
<p>Mrs Lyndsey Buckley- Ratcliff</p> <p>Science</p>	<p>My son is currently in Reception at Broadheath Primary, however I have been a Governor since 2011 when my daughter attended the school.</p> <p>I was elected onto the Governing Body as a Parent Governor, I am now a Co-opted Governor. I undertook the role of Parent Governor because I felt it was important to be involved in, and contribute to the school where my child was being educated.</p> <p>I work as a Graphic Designer for an Intranet Software Development company, with over 18 years' experience working in the internet/intranet industry.</p> <p>As well as being on the Governing Body, I am an FA qualified football coach, currently managing my daughters under 12s team at Broadheath Central Football Club.</p> <p>I am committed to supporting the continued growth and success of our school.</p>
<p>Mrs Roz Ford</p>	<p>I became a co-opted Governor in 2014 on the Finance & Staffing Committee. I signed up to being a Governor as I wanted to be involved in supporting Broadheath Primary School in any way I could. I run my own business and undertake an assortment of office and contract work, I have a wide range of experience and knowledge that I bring to the Governing body. I am also an active member of the PTFA, where we continue to support the school and raise funds. I enjoy Amateur Dramatics and I am an active Member of a local society where I regularly perform in both plays and musicals. I also squeeze in all of the ferrying around for my daughter and friends whenever I can.</p>

Mrs Susan Douglas	<p>A couple of years ago staff were encouraged to do volunteering in the community as a way of contributing to local needs. I was looking for a volunteering opportunity when Ian Golding, our previous Chair, suggested I became a governor. Ian convinced me I had the sort of life skills and professional skills that would be useful as a governor.</p> <p>I used to work in Children's Services at Manchester City Council and I did a lot of work for children and young people, such as commissioning services and making sure tax payers money was spent on things young people wanted, not what adults thought they needed. I now work at the Department of Education on a HR project to do with upskilling staff, learning and development.</p> <p>We have a great team of governors at Broadheath and I am proud of all the work they do. Governors work with staff to ensure that teaching and learning are the best they can be so that all our children reach their full potential, but also that they enjoy school and are happy and safe. I am particularly proud of the way the governors responded to the need for a new building, which is a huge challenge for everyone, including early on attending several extra meetings and pouring over the plans to make sure the new space is what is needed.</p> <p>On a personal note, my two boys are now grown up and its interesting as a parent to see the challenges they face as young adults. One went to university and is now working in IT and the other dropped out of uni and wasn't able to settle to anything for a while and became quite unwell. He is now fine and is an apprentice. I've learnt that your children's lives are their own and they never do what you expect, when they are 5 or 15 or even 25! The thing we do both at school and as parents is to show them how to deal with life and all its challenges, so they learn the skills and the attitudes to see them through</p>
Mrs Vicky Erskine SEN	<p>I've been a Teaching Assistant and Governor at Broadheath Primary School for over seven years now. I became a Governor whilst my children were attending the school as I wanted to become more involved with the school; I was offered the opportunity to become a Governor and have thoroughly enjoyed being a part of the Governing Body supporting the school through a variety of changes and growth. I have a vested interest in the school's continuing growth and success, I feel passionate about helping shape its future, with the school at the heart of our local community. In my spare time I enjoy spending time with my family, horse riding, going out with friends and reading when I get a minute.</p>
Rev Helen Scarisbrick	<p>I was very pleased to be asked to be a Governor of Broadheath Primary School. As Vicar of St Alban's Church, Broadheath since 2009 and very much a part of what's happening round here, I have a keen interest in all that builds up the life of our local community and feel it's a privilege to serve and encourage our local School - an important part of this community. Having been a Primary School teacher myself before becoming a Vicar, I have some experience of the life of a school and its development. I also welcome the opportunity to get to know the children and spend time with them during assemblies or at other times and to welcome them when they visit St Alban's. In my spare time I enjoy being with my family, walking and "playing around" with crafts.</p>
Rev Ian Golding Literacy & PE	<p>I was invited to become a governor and had no difficulty accepting given that two of my children had been educated at BPS and I had a relationship with the school going back many years.</p> <p>I am a minister of religion but spent the major part of my working life working in the Social Care sector. I have worked in Community Development, Child Protection, Youth Justice and the Prison System. I also, for several years, worked in the P.E. Dept. of a large secondary school. I have a Social Work Qualification and an M.Sc.(Mgmt) in addition to my theological studies. I retired from the role of Regional Social Work Manager with the Children's Society in 1997.</p> <p>In the past i have enjoyed playing several team based racket sports. I have a coaching qualification in badminton and judo. Most of my leisure time now is</p>

	<p>taken up responding to the demands of my children and grandchildren! I have experience of working with children in a variety of settings and always with a child centred focus. I have experience of managing a large number of staff and a variety of budgets. I have experience of the recruitment and development of staff and devised an appraisal for managers which was utilised by the Children's Society in its formal appraisal system.</p>
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6 CHAIRS STATEMENT / STATEMENT FROM THE BOARD

Our focus for this year is around maintaining high standards throughout and providing a modern, inspirational facility to enable us to be the best that we can be.

We continue to closely monitor academic progression across the school.

We are champions of the school and whole heartedly support our vision for the future,

Believe - Practise - Succeed.

"TOGETHER WE WILL FLY"

7 CALENDAR OF MEETINGS

Term dates	Buildings H&S	Finance & Staffing	Standard & Curriculum	Board Meeting
From 5 th Sept 2016	24/10/16	12/09/16	08/12/16	21/11/16
To 20 th Dec 2016	06/02/17	10/11/16	03/10/16	23/03/17
From 3 rd Jan 2017	09/05/17	16/01/17	27/02/17	19/06/17
To 29 th March 2017	16/05/17	06/03/17	06/07/17	
From 16 th April 2017		22/05/17		
To 25 th July 2017		26/06/17		

8 CODE OF CONDUCT AND EXPECTATIONS

Code of Conduct for School Governing Boards – Reference National Governors Association, best practise 2016

This code sets out the expectations on and commitment required from school governors, trustees and academy committee members in order for the governing board to properly carry out its work within the school/s and the community. It can be amended to include specific reference to the ethos of the particular school. Unless otherwise stated, 'school' includes academies, and it applies to all levels of school governance.

This code can also be tailored to reflect your specific governing board and school structure, whether that is as a maintained school or academy, either as a single school or group of schools. Where multiple options are given, i.e. lead executive/headteacher and governor/trustee/academy committee member, please amend to leave the option relevant to your governing board.

The governing board has the following core strategic functions:

Establishing the strategic direction, by:

- Setting the vision, values, and objectives for the school(s)/trust
- Agreeing the school improvement strategy with priorities and targets
- Meeting statutory duties

Ensuring accountability, by:

- Appointing the lead executive/headteacher
- Monitoring progress towards targets
- Performance managing the lead executive/headteacher
- Engaging with stakeholders
- Contributing to school self-evaluation

Ensuring financial probity, by:

- Setting the budget
- Monitoring spending against the budget
- Ensuring value for money is obtained
- Ensuring risks to the organisation are managed

As individuals on the board we agree to the following:

Role & Responsibilities

- We understand the purpose of the board and the role of the lead executive/headteacher.
- We accept that we have no legal authority to act individually, except when the board has given us delegated authority to do so, and therefore we will only speak on behalf of the governing board when we have been specifically authorised to do so.

- We accept collective responsibility for all decisions made by the board or its delegated agents. This means that we will not speak against majority decisions outside the governing board meeting.
- We have a duty to act fairly and without prejudice, and in so far as we have responsibility for staff, we will fulfil all that is expected of a good employer.
- We will encourage open government and will act appropriately.
- We will consider carefully how our decisions may affect the community and other schools.
- We will always be mindful of our responsibility to maintain and develop the ethos and reputation of our school/group of schools. Our actions within the school and the local community will reflect this.
- In making or responding to criticism or complaints we will follow the procedures established by the governing board.
- We will actively support and challenge the lead executive/headteacher.

Commitment

- We acknowledge that accepting office as a governor/trustee/academy committee member involves the commitment of significant amounts of time and energy.
- We will each involve ourselves actively in the work of the governing board, and accept our fair share of responsibilities, including service on committees or working groups.
- We will make full efforts to attend all meetings and where we cannot attend explain in advance why we are unable to.
- We will get to know the school/s well and respond to opportunities to involve ourselves in school activities.
- We will visit the school/s, with all visits arranged in advance with the lead executive/headteacher and undertaken within the framework established by the governing board.
- We will consider seriously our individual and collective needs for induction, training and development, and will undertake relevant training.
- We accept that in the interests of open government, our full names, date of appointment, terms of office, roles on the governing board, attendance records, relevant business and pecuniary interests, category of governor and the body responsible for appointing us will be published on the school's website.
- In the interests of transparency we accept that information relating to governors/trustees/academy committee members will be collected and logged on the DfE's national database of governors (Edubase).

Relationships

- We will strive to work as a team in which constructive working relationships are actively promoted.
- We will express views openly, courteously and respectfully in all our communications with other governors/trustees/academy committee members and the clerk to the governing board.

- We will support the chair in their role of ensuring appropriate conduct both at meetings and at all times.
- We are prepared to answer queries from other board members in relation to delegated functions and take into account any concerns expressed, and we will acknowledge the time, effort and skills that have been committed to the delegated function by those involved.
- We will seek to develop effective working relationships with the lead executive/headteacher, staff and parents, the trust, the local authority and other relevant agencies and the community.

Confidentiality

- We will observe complete confidentiality when matters are deemed confidential or where they concern specific members of staff or pupils, both inside or outside school.
- We will exercise the greatest prudence at all times when discussions regarding school/trust business arise outside a governing board meeting.
- We will not reveal the details of any governing board vote.

Conflicts of interest

- We will record any pecuniary or other business interest (including those related to people we are connected with) that we have in connection with the governing board's business in the Register of Business Interests, and if any such conflicted matter arises in a meeting we will offer to leave the meeting for the appropriate length of time. We accept that the Register of Business Interests will be published on the school/trust's website.
- We will also declare any conflict of loyalty at the start of any meeting should the situation arise.
- We will act in the best interests of the school as a whole and not as a representative of any group, even if elected to the governing board.

Breach of this code of conduct

- If we believe this code has been breached, we will raise this issue with the chair and the chair will investigate; the governing board will only use suspension/removal as a last resort after seeking to resolve any difficulties or disputes in more constructive ways.
- Should it be the chair that we believe has breached this code, another governing board member, such as the vice chair will investigate.

The Seven Principles of Public Life

(Originally published by the Nolan Committee: The Committee on Standards in Public Life was established by the then Prime Minister in October 1994, under the Chairmanship of Lord Nolan, to consider standards of conduct in various areas of public life, and to make recommendations).

Selflessness - Holders of public office should act solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends.

Integrity - Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their official duties.

Objectivity - In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

Accountability - Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

Openness - Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

Honesty - Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

Leadership - Holders of public office should promote and support these principles by leadership and example.

Adopted by the Governing board of Broadheath Primary School, September 2016