



ST HUGH'S SCHOOL

Learn • Believe • Achieve • Together

Bushfield Road, Scunthorpe, North Lincolnshire, DN16 1NB
Tel: (01724) 842960, Fax: (01724) 747249
e-mail: admin.sthughs@northlincs.gov.uk

Head Teacher: Tracy Millard



Annual Governance Statement for The Governing Body of St Hugh's School: Autumn 2017

In accordance with the Government's requirement for all governing bodies, the three core strategic functions of the St Hugh's School Governing Body are to:

1. Ensure clarity of vision, ethos and strategic direction;
2. Holding the Head Teacher to account for the educational performance of the school and its pupils.
3. Overseeing the financial performance of the school and ensuring its money is well spent.

Governance Arrangements

The Governing Body comprises of:

"1" Head Teacher Governor

"3" Parents: selected by election (or by appointment if insufficient people stand)

"1" Staff Governor selected by election from teachers & support staff at the school

"8" Co-opted Governors appointed by the governors to represent local community interests

"1" Local Authority Governor appointed by the Local Authority (LA). The Governor is a representative of the LA.

The full Governing Body meets once each term and we also have a number of committees to consider different aspects of the school in detail.



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At St Hugh's, we have the following committees:

The Resources Committee which focuses on Finance and Personnel issues.

The School Performance Committee: this Improving School Performance Committee looks at Achievement and Attainment on a termly basis with all subject leaders. Subject leaders report direct each meeting where formal minutes are taken and action points from previous meetings are followed up.

The Curriculum Policy and Standards Committee which reads all school policies and has delegated authority to approve and report to full governors' meeting. This group also monitors the SDP and school self-evaluation including the governor self-audit tool. This committee also engages in learning walks alongside subject leader with an agreed focus termly.

The Performance Related Pay Committee which oversees the pay changes for teaching staff. This group also ensures full compliance to the appraisal system ensuring it is fair and equitable whilst monitoring the performance of teachers, scrutinises with rigour evidence supporting pay progression and if agreed action recommendations, constructively challenges the head teachers self-evaluation regarding teacher performance and validate decisions made and celebrates staff achievement when above and beyond an individual's role.

The **Behaviour and Safety Committee** which considers buildings and Health and Safety issues. The second thread is to quality assure school processes in relation to positive interaction and behaviour. Finally and most importantly the Behaviour & Safety Committee which oversees all safeguarding issues. The Chair of Governors takes the lead role on this issue.

Attendance Record of Governors

Governors have excellent attendance at meetings and we have never cancelled a meeting because it was not "quorate" (i.e. the number of governors needed to ensure legal decisions are made)

Informal Visits

Each governor is attached to a class group. Governors will listen to students reading, attend assemblies, open evenings, Carol Services, Remembrance Day services, Sports days and other school functions.



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Our Impact

Behaviour and Safety:

What we have achieved:

- Ensured students attendance is maintained at a high standard because we focussed on monitoring attendance of students to highlight unauthorised absences. 16/17 Nationally in top 5% of special schools
- Behaviour and PSHE continues to develop and be fit for purpose
- Restructured the buildings team to ensure efficiencies

We still need to consider:

- Continue to develop further our off site post 16 provision.

Curriculum Policy and Standards

What we have achieved:

- Governors have ensured practice and policy are maintained with rigour
- Triangulated evidence – QA of information known about in school is reflected in documentation published e.g. SDP – governors participate in standards meeting and read documentation in SDP – now following up with a learning walk
- Reviewed efficiency of sub-committee relating to the skills audit
- Governor competency framework training and new skills audit to be Completed

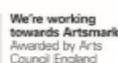
We still need to improve on:

- Continue to identify new governors for succession planning
- Ensure further training with regards to assessment (SEN) as pilots release findings nationally

Performance Related Pay

What we have achieved:

- Rigorous monitoring of staffing gives governors the confidence appraisals are completed accurately.
- Clear overview of staff and progress linked to Improving School Performance Committee triangulates for governors activities
- We ensure statutory pay policy/appraisal cycle is followed
- We have an accurate picture of where teaching is through learning walks, data and lesson observations completed by governors





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- Governors are well informed and celebrate the success of many staff members
- Through monitoring and evaluation staff have refocused employability opportunities
- Governors questioning of scrutiny of work evaluation – challenge to the data presented
- Ensuring pay progression is implemented effectively by monitoring on a termly basis effectiveness of teaching standards
- Appreciation of staff who have demonstrated above and beyond within their role

School Resources

What we have achieved:

- A new analysis of sickness and LOA reviewed and now easy to identify trends
- Catering costs now separate in relation to revenue and expenditure
- Newly agreed formula for funding places
- To discuss all aspects of staffing – issues or confirmation of the current working of whole staff workforce
- To discuss and raise any questions regarding the appointments/resignations/annual leave and leave of absences and consider statistics plus financial implications

Governing Body Meeting Minutes

These are available to read upon request from the Head Teacher

Future Plans

To develop our school, we are working towards:-

- Investigating and deciding on a direction regarding multi academy trust and to submit a Post 16 Free School application
- Raise funds and complete a sports barn development

How you can contact the Governing Body

We always welcome suggestions, feedback and ideas from parents. Please contact the Chair of Governors, Ms E Kearsley, via the school office.



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St Hugh's School Governing Body

<u>Governor</u>	<u>Category</u>	<u>Term of office expiry date</u>
Tracy Millard	Head ex Officio	
Liz Kearsley (Chair)	Co-Opted	May 2019
Jayne Chudley (V/Chair)	Co-Opted	March 2020
Emma Brittain	Co-Opted	March 2019
Anita Marshall	Co-Opted	August 2020
Ralph Parish (V/Chair)	Co-Opted	March 2020
Rob Jenkinson	Co-Opted	November 2020
Emma Smithen	Co-Opted	November 2020
Hilary Beverley	Local Authority	August 2018
Gloria Carotti-Fisher	Parent	December 2019
David Jones	Staff	November 2018
Joe Sellars	Associate Member	February 2020
Wez Sampson	Associate Member	September 2021
Nathan Jones	Associate Member	September 2021



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