

ST HUGH'S SCHOOL



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 2021**

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 / Acting head teacher

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

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

"6" 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.

"2" Associate Members

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. However, the Governing Body are currently reviewing the content and efficiency of these 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 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 termly learning walks alongside the subject leader with an agreed focus.

The Performance Related Pay Committee which oversees the pay changes for teaching staff. This group ensures full compliance with the appraisal system ensuring it is fair and equitable whilst monitoring the performance of teachers. It scrutinises with rigour evidence supporting pay progression and if agreed action recommendations. The committee also constructively challenges the head teacher's evaluation regarding teacher performance and validates decisions made. The committee celebrates staff achievement when they have performed above and beyond the 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 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 rarely need to reorganise meetings should they not be "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. Unfortunately, and regrettably many of these duties have been put 'on hold' because of safety issues during the Covid pandemic.



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Our Impact

Behaviour and Safety:

What we have achieved:

- We have developed our work on a graduated approach on behaviour and resilience to take forward to staff which encompasses the government mental health & wellbeing guidance and Ofsted guidance
- Governors ensure that despite Covid 19 restrictions meetings have still taken place as planned, many have taken place virtually.

We still need to consider:

- Ensure future meetings are prior to the full governing reports being received in order to have viewed all attendance data and avoid duplication
- Ensure wellbeing mentors access training to ensure succession planning is integral to the school system

Policy and Standards

What we have achieved:

- Supported all stakeholders on site and kept momentum going to address and accommodate the needs of students
- Have monitored compliance whenever possible in circumstances to help support the school community.
- We have ensured school policies are up to date to test and guide our practice

We still need to improve:

- As staff move within to new posts or leave roles, to look at internal processes and efficiency in order to continue to be best value for money
- Re-introduce learning walks once restrictions are lifted.
- Governors will ensure policies and guidance are kept



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Performance Related Pay

What we have achieved:

- Very thorough updates and have clear baseline regarding performance. We ensure letters of thanks are recorded and sent to staff
- We have had dialogues and development explained for a new evaluative system that will maintain governors keeping up to date regarding performance within a new form of measurement with regards to the new inspection framework
- We acknowledge and support staff achievements
- We have addressed any appeals by any staff who have questioned decisions made within pay policy procedures.

School Resources

What we have achieved:

- Ensure that meetings went ahead despite Covid 19 restrictions
- Accurate picture of challenge
- Forward thinking in relation to our workforce
- Breakfast club has been a success.
- Set in year balanced budget
- Analysed the budget figures and sent a statement for the Governors
- With the current Covid 19 situation to have contingency plans in place due to Covid and the changing situation.
- Governors to have a picture of the budget to date and a clear position on the amount.

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
- Raise funds and developed plans to enhance resources within the school site for the benefit of students.

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

Governor	Category	Term of office expiry date
Tracy Millard	Head ex Officio	Ongoing
Acting head teacher	Acting head teacher	Ongoing
Liz Kearsley	Co-Opted Chair	May 2023
Emma Brittain	Co-Opted	March 2023
Rob Jenkinson	Associate Member	August 2024
Emma Smithen	Parent / Vice Chair	February 2024
Hilary Beverley	Co-opted Vice Chair	September 2022
Gloria Carotti-Fisher	Parent	February 2023
Joe Sellars	Associate Member	February 2024
Paul Townsley	Local Authority Governor	March 2023
Melanie Atkin	Co-Opted	February 2024
Sara Reid	Co-Opted	January 2025
Rachel Brunt	Staff	July 2025
Susan Godfrey	Co-Opted	Januray 2025

