

**ASHTON WEST END PRIMARY ACADEMY
ACADEMY TRUST**



“Today I am proud of my school, tomorrow my school will be proud of me.”

Ashton West End Primary Academy Governance Statement 2023/2024.

The role of our Governing Body is to provide confident, strategic leadership and to create robust accountability, oversight, and assurance for educational and financial performance.

In accordance with the Government’s requirements for all governing bodies, the three core functions of our Governing Board are:

- Ensuring clarity of vision, ethos and strategic direction.
- Holding school leaders to account for the educational performance of the organisation and its pupils, and the performance management of staff.
- Overseeing the financial performance of the organisation and ensuring that money is well spent.

The Governing Body ensures that the school complies with statutory safeguarding procedures.

The day-to-day management of the school remains the responsibility of the Principal and Senior Leadership team.

Governance Arrangements

The Governing Board of Ashton West End Primary Academy consists of four elected Parent Governors, two elected Staff Governors, the Principal and five Co-opted Governors. With the support of the principal, we have achieved our focus of extending our governing board by recruiting governors who bring a wealth of experience, including some who have financial, industrial and educational backgrounds and some who are familiar with the local area. Our aim is to ensure that the Governing Board reflects our local community and includes a range of people with the skills and experience to contribute to the effective governance and success of the academy within its statutory and legal expectations. This academic year we will continue to ensure that all governors have access to training to further develop their understanding of their roles. Meetings are clerked by a Governance Professional from Tameside council.

Committee Meetings

The full Governing Board meets four times a year. The Finance, Audit, Premises and Pay committee and the Curriculum Standards Committee meet four times a year. The Finance,

Audit, Premises and Pay Committee work closely with the Principal, who is the Accounting Officer and the Chief Financial Officer, who is the school business manager. We work in accordance with the Academies Financial Handbook. The Finance, Audit, Premises and Pay Committee meets to review pay related to performance and maintains an oversight of the Academy Trust's governance, risk management, internal control and value for money framework.

The Curriculum and Standards committee meeting focuses on educational provision at the academy including the monitoring and reviewing of policies.

There are also committees that meet as required to consider appeals and complaints.

There have been other meetings where members of the FGB have met with the CEOs of various MATs.

The Chair of Governors and the Vice chair of Governors are on the Principal's Performance Management panel.

Attendance record of Governors

Governors' attendance at meetings this year has been good. We have always held all the required meetings and have had the appropriate quorum attending each one. (Quorum is the number of Governors needed to ensure that legal decisions can be made). Apologies for non-attendance are considered on an individual basis. Please see a full list of governors and their attendance at meetings on the school website.

The work that we have done on our committees and in the Governing body.

The Governing Body have supported the Principal and staff in pursuing a shared vision for the academy. It has been another busy year. The Governing body has worked with senior leaders to ensure the welfare and safety of all staff and pupils.

The Finance, Premises, Pay and Audit Committee have ensured that the budget is allocated and used effectively, and that best value is sought at all times. The meetings have been effectively chaired by one of our governors who has experience in the financial field. The business manager of our Academy always provides a budget monitoring report for the governors at each meeting and this is scrutinised by the committee members. Due to careful and effective management of the budget, the governors were able to approve the purchase of effective resources to continue to improve teaching and learning. Work has also been approved to improve the environment and structure of the Academy- building work has been approved this year to improve the environment, so more space is available to support the teaching and learning and welfare of the staff and pupils.

Governors have approved the budget for 2024/2025.

The Finance, Premises, Pay and Audit committee continue to work closely with the internal auditors. We have delegated financial checks for the auditors to undertake on our behalf to provide assurances. We will continue with this during the next academic year.

The Curriculum and Standards Committee meet termly. One of our governors who works in education chairs the Curriculum meetings and has brought his wealth of experience to them. Subject leaders are invited to the meetings on a rota system to present their subject to the board. As in all meetings, governors used effective questioning and monitored progress to ensure accountability. Curriculum policies were also reviewed and agreed on. The policies reviewed included the Staff Well-being policy, the Educational Visits policy and the Teaching and Learning policy. The Principal, SLT and teachers have worked hard to ensure that all policies required are available and up to date.

All the Governing Board attend the Full Governing Body General Meeting led by the Chair of Governors. These are held four times a year. At the first meeting of each Academic year the Academics' Development Plan is presented to the governing body by the Principal. The Governing Board will receive updates from the principal on the progress of its implementation at the subsequent termly meetings. During these meetings, the Principal reports on school Performance and Standards. It is the responsibility of the Governing Board to question and challenge the senior leadership team on the impact of their work at these meetings.

The Chair of Governors delivers a report regarding her role during the previous term. At the last governing body meeting of the academic year, the Committee Block is analysed and roles for committees and curriculum areas are delegated depending on the skills of each governor. At the beginning of the academic year, the Governors complete an annual skills audit and this indicates areas of strength and areas to develop. Governors are encouraged to attend up and coming training to further develop their skills. The school has recently subscribed to the GovernorHub website to support Governors in their role.

Pupil progress and attainment is scrutinised through data analysis, including regular internal school assessment data, which is presented in a report by the Staff Governor responsible for assessment. Vulnerable groups including Pupil Premium and SEN children are monitored.

Attendance of the children is also reported and scrutinised by the governors at Full Governing Body Meetings. This was an area that was highlighted in the last Ofsted inspection (July 2023).

During the last academic year various policies were written and reviewed. These included the Anti-bullying policy, the Data Protection policy and the First Aid policy.

The Principal and Chair of Governors speak together regularly throughout the school year and all governors are kept updated with school matters either at committee meetings or through emails.

The Chair and Vice Chair have also communicated regularly and have recently audited the school's website together, which they found was up to date and easy to navigate.

Staff Recruitment-Governors participate in all staff appointments. The more senior the post, the greater number and degree of governor involvement. We adhere to Safer Recruitment principles and requirements before, during and after the appointment process. During 2024 we have recruited new staff including a teacher and 3 SEND teaching assistants.

Governor Training-Governors are encouraged to attend up and coming training to further develop their skills. The skills support them with their roles in the different committee meetings that they attend. Some governors have attended a variety of courses throughout the year. The courses attended include: E-safety training and Curriculum Training. There are also opportunities to attend e-learning courses for governors who are not able to attend timed courses due to work commitments. Governors are encouraged to attend relevant courses. This continues to be an area that needs to be developed.

All governors are encouraged and are expected to be familiar with the school for various reasons. This year has seen various visits to the school. The Governors have been able to visit and focus on the Early Years, writing and maths and have seen Read, Write, Inc in operation. There have been opportunities to talk to the pupils and subject leaders whilst in school.

Some Governors have participated in school trips which have included: visits to local places of worship, a farm with the nursery, a visit to Bury Fire Station and a forest school experience with the Reception class. One Governor has been into school to hear Year 3 readers.

Future Plans for the Governing Body

During 2024/2025 the governors will continue to focus on aspects of the Academy's Development Plan. We will ensure that standards for all groups of children are high and that all children are supported to reach their full potential.

The governors will continue to work with the principal, SLT and staff to deliver a shared vision of the academy.

The governors will continue to work with the principal to ensure a safe learning environment for all.

We will review our work as a Governing Board to ensure effective governance.

The governors will continue to develop their skills through training.

How you can contact the Governing Board or find out more

We always welcome suggestions, feedback and ideas from parents – please contact the Chair of Governors, Mrs A. Etchells, via aetchells@awepa.org.uk

You can see the full list of Governors and more information about what we do, on the Governance page of the school website. Minutes of Governing Board and Committee meetings are public documents – you can contact us if you would like to see any of the minutes of our meetings.