

Annual Governance Statement July 2024

School Name:	St Marys Catholic Primary School
School Address:	Rockingham Close, Uxbridge, Middlesex UB8 2UA
Telephone number:	01895 232814
Contact email address:	office@stmarysuxbridge.org.uk
Website:	http://www.st-marys.hillingdon.sch.uk/
Category of school:	Voluntary aided school – Diocese of Westminster
DfE number:	312 3404
Ofsted grading & date of last inspection:	Good – 6 th March 2024
Diocese of Westminster	
RE Ofsted grading:	Good – 28 th -29 th February 2024
Name of Headteacher:	Miss Ann Shevlin B.A. (Hons)
Date of Statement:	July 2024

The core functions of St Mary’s Governing Body

As defined by the Department for Education (DfE) in The School Governance (Roles, Procedures and Allowances) (England) Regulations 2013, the core functions of the Governing Body include:

- ensuring clarity of vision, ethos and strategic direction;
- holding the Headteacher to account for the educational performance of the school and its pupils; and
- ensuring the sound, proper and effective use of the school’s financial resources.

In exercising our functions as a Governing Body we:

- act with integrity, objectivity and honesty and in the best interests of the school; and
- are open about the decisions we make and the actions we take and prepared to explain our decisions and actions to interested parties.

Legal constitution of the Governing Body

Total number of governor posts on the Governing Body

12

The Governing Body was formally constituted on

13 th March 2015

Category of Governor	Name	Term of Office
Parent	Ms Beatriz Posada	4 years (expires 31.8.27)
Parent	Mr James Murphy	4 years (expires 31.8.25)
Staff	Mrs Sapana Chandarana	4 years (expires 31.8.27)
Staff (Headteacher)	Miss Ann Shevlin	N/A
Local Authority	Mrs Amanda Childs	Resigned June 2024 after 10 years service
Foundation	Mr Tony Dias	4 years (expires 31.8.26)
Foundation	Ms Lisa Pearcey	4 years (expires 31.8.26)
Foundation	Mr Emerson Scotland	4 years (expires 31.8.25)
Foundation	Fr Nicholas Schofield	4 years (expires 31.8.26)
Foundation	Mr Dominic Nichol	4 years (expires 31.8.24) under renewal with Diocese
Foundation	Mrs Maureen Thorpe	2 years (expires 31.8.25)
Foundation	Mrs Georgia Harling	3 years (expired 31.8.27)
Associate Governor	Mrs Jade Parrott	4 years (expired 31.8.27)

The Clerk to Governors is

Mrs Julie Taberer

The Chair of Governors is

Mrs Maureen Thorpe

The Vice Chair of Governors is

Mrs Amanda Childs to July 2024

How the Governing Body delegates and distributes its duties

The Governing Body met in the following committees. This past year we met mostly in person with a few occasions of individuals attending virtually.

Membership	Remit	Key delegate duties	Number of meetings	Key decisions made
CATHOLIC LIFE AND RELIGIOUS EDUCATION				
4 governors (including Headteacher as ex-officio member)	Review RE curriculum, policies, teaching & learning and targets.	Monitor and question.	3 meetings	Committee Objectives: Developing Prayer and Liturgical Life across the school; parental involvement in prayer life of school; building links with Parish and Diocese. Focus on overview of curriculum; training; RE inspection actions; progressing to looking at challenge for pupils
CURRICULUM				
6 governors (including Headteacher as ex-officio member)	Review curriculum, policies, teaching & learning and targets.	Monitor and question.	3 meetings	Committee Objectives: SDP targets: monitoring maths in the curriculum; subject co-ordinators to develop leadership in their subject. Climate action plan. New website. Team Teach training. New behaviour rules. SEND provision on website.
FINANCE				
6 governors (including Headteacher as ex-officio member). Co-opted non-governor finance officer to attend also	Guide & assist governors' financial responsibilities Long term planning & monitoring of approved spending.	Oversee, evaluate, monitor, review & question.	1 meeting held per term and additional meetings at budget setting. Combined with Personnel Meetings	Committee Objectives: Academisation; Carefully monitor budget in long term Review SFVS (School Financial Value Statement), policies for financial management. Undertook benchmarking comparisons with similar schools relating to spending on the school site, resources and staffing costs. Discussed implication of rising costs. Careful consideration of future projects, planned maintenance and repairs in light of budget constraints. Looking at grants available. School meal procurement.
PAY & PERSONNEL				
4 governors (including Headteacher as ex-officio member)	Recommend staffing provision and oversee appointments. Review pay and awards.	Oversee, evaluate, recruit, monitor, review & question.	Combined with Finance Committee. 1 meeting held per term with additional meetings with external consultants.	Performance management of Headteacher and teaching staff. Monitoring of staff targets. Reviewed staff policies. Staff Wellbeing. Safer recruitment training renewals.
ADMISSIONS				
4 governors (including Headteacher as ex-officio member)	Recommend on admissions policies & appeal process. Review attendance & absence. Monitor school meals and recommend on uniform.	Allocate places and monitor attendance & punctuality.	1 meeting per year.	Committee Objectives: <i>monitor website; monitor and review Nursery admissions; further establish community links; attendance targets</i> Allocation of reception school places in line with school's admissions policy. Viewed new user friendly website for compliance with DfE.

PREMISES/HEALTH & SAFETY				
5 governors (including Headteacher as ex-officio member)	Support & guide on premises and health & safety. Ensure installations and maintenance are monitored.	Inspect site and monitor maintenance.	1 meeting per year.	Committee Objectives: Security of site. Monitoring the programme of priority. Continuing on reducing our carbon footprint. Boundary wall project. Safeguarding requirements for pupils and staff, decisions relating to health & safety of staff, pupils & visitors. Health & safety checklist. Security audit. Provision of new medical information software package.
SAFEGUARDING				
4 governors (including Headteacher as ex-officio member)	To protect our pupils and staff. Ensure school is compliant in GCPR regulations.	Monitor, question and challenge	2 meetings a year.	Committee Objectives: Monitoring safeguarding audit & enhancement of sharing documents; Maintaining GDPR compliance Safeguarding Audit. Medical recording system mentioned above in Premises. Reviewed and undertook safer recruitment training. Online safety for pupils and staff training following heightened cyber threats targeting many schools' data.

The Governing Body has agreed panels for:

- School Complaints
- Staff Grievance and Discipline
- Pupil Discipline
- Appeals
- Headteacher's Performance Management

In respect of these panels, the Governing Body may draw on the membership of governors from other schools or boroughs.

The Governing Body delegates some areas of school life to individual governors through their roles as link governors and these will be reviewed in September 2024 with the new governors this year taking on roles.

Examples of areas of responsibility are:
Art & Design; Attendance; ICT/Computing/Website; Early Years; Eco & Sustainability; English; Extended Schools; GDPR, Geography; History; Health & Safety; Healthy Schools; Maths; Music; Modern Foreign Languages; PE; Racial Justice, Equality & Diversity; Religious Education; Safeguarding/Child Protection (including Prevent & Cyber Threats); Special Educational Needs and Disability (SEND); Healthy Schools; PHSE; Science; School Data

St Mary's Governors have excellent attendance at meetings and we have not had to cancel a meeting because it was not "quorate" (the number of governors needed to ensure that legal decisions can be made). There is a national challenge in recruiting school governors but we are happy to report we now have a full governing body for September. The responsibilities of school governors are significant, but so are the rewards, with the opportunity to make a meaningful difference in the lives of students, support the professional development of staff and contribute to the broader community.

Attached is an attendance list for governors' meetings over the past year.

Governing Body effectiveness and impact

For the Governing Body, as well as the school community, this has again been a very busy year. With training and meetings in preparation for DfE and RE Inspections, as well as some Governors meeting the inspectors on the days of both inspections.

As you are all aware we had both our R.E section 48 inspection report and our Ofsted report this academic year. Ofsted has become a lot more challenging with the thresholds changing to get outstanding. As a result of this we were very pleased to have been able to achieve outstanding in our behaviour, personal development and in our Early Years. In our R.E inspection we were also really pleased to achieve outstanding for the new categories of 'Collective Worship' and 'Catholic Life and mission'.

Both inspections praised the behaviour of our children –

'St Mary's is an exemplary Catholic school where pupils engage enthusiastically with their mission statement, 'With Jesus we learn together through faith and love'.

The behaviour, of pupils, is exemplary.' R.E. section 48 inspection – February 2024

'All pupils' behaviour is exemplary. They listen attentively, are highly motivated and show respect and kindness towards adults and each other.' Ofsted Inspection – March 2024

Both inspections commented on our how are children are proud of their school and feel safe-

'Pupils thrive in this nurturing and supportive school. They are proud of attending St Mary's with its inclusive ethos and they are kept safe here.' Ofsted Inspection – March 2024

'Pupils are very proud of their school; they feel happy and secure and know who to go to if they need support' R.E. section 48 inspection – February 2024

The reports both reflect the continued commitment to excellence and the hard work of our students, staff, and community. Particularly as the main focus for the School Development Plan has been the focus on any gaps in learning for the children through assessments. Thank you for your ongoing support and understanding.

Another main priority during this last year has been the health and emotional wellbeing of school staff, parents, pupils and governors. The school will also continue working to support children and staff with their emotional wellbeing.

As a strategy Governors have continued to undertake many different forms of training varying from Prevent, Safeguarding and Ofsted preparation (prior to inspection). We continue to be committed to ensuring consistent and effective governance whilst not losing sight of the pressures both at work and at home for our school community, particularly in relation to cost of living.

A skills matrix and evaluation exercise will be undertaken in September with our new governors as well as a review of the link governor roles.

The Finance and Personnel Governors' monitoring of budgets and forecasts has again been crucial this year. As part of Governors' accountability, we have been reviewing the three-year

budget projections ensuring the budgets are achieved. As always it has been difficult to predict how things will be in three years' time, but usually there have been new Government financial incentives, grants and funding which have often made the bleak outcome brighter. This year the predictions have been a concern and the Governors have pondered different scenarios, solutions and outcomes. Having warned of this, we understand this is a national problem and are aware of other schools that are already in deficit. With the onset of increased energy costs and cost of living crisis, the outlook looks difficult. If families are suffering financial difficulties, assistance may be given through help with heating fuel etc via the household benefit scheme. We would urge families to check their eligibility status by logging onto <https://pps.lgfl.org.uk/>. If you have any difficulties please contact jtaberer@stmarysuxbridge.org.uk in the strictest confidence. Even though all children in KS1 and KS2 will now receive Universal Free School Meals for a year, it is important to still apply if you are on income support as the household benefit scheme could assist and also the school will receive funding to help with those particular pupils' learning. These strategies are carried out very discreetly in groups without undue attention.

This year, Mrs Amanda Childs resigned as LA Governor due to her work commitments. We are grateful to her for her ten years service as a parent governor as well as our LA appointed governor, particularly being available whilst at work to be interviewed by the Ofsted inspectors over the two inspection periods. Mrs Jade Parrott and Mrs Georgia Harling have both joined the Governing Body, having experience in the education sector and we look forward to their participation in September. Jade has offered to stand as LA Governor relinquishing her role as Associate Governor and the formal process will take place in the coming Autumn term.

The Governors would like to take this opportunity to thank Miss Shevlin and all the staff for their hard work, commitment and dedication to another successful year at St Mary's particularly having two Ofsted inspections in a fortnight during the Spring Term. Most importantly congratulations on another year of excellent SATs grades. This year, many peer group reviews and moderations have been undertaken in a number of subjects. During these visits, the behaviour and outstanding manners of our pupils has been praised. The children were also praised on their behaviour and welcoming manner verbally during the Inspections. We have also seen another large group of pupils making their First Holy Communion and would like to congratulate them.

We thank the PTA for their continued dedication, supporting with fundraising and community cohesion.

We welcome Mrs Nikratowicz and Mrs Spindler as School Meal Supervision Assistants. Miss Connelly has joined the Early Years team following Miss Budd's career path out of education. Miss Connelly is very experienced in working in Special Educational Needs environments. We will sadly be bidding farewell to Mrs Park and Mr Beacham as they move on but will be welcoming Mrs Rowland and Miss Haji joining the teaching team in September.

Moving forward, we await potential upcoming changes at our school due to policy shifts proposed by the new Labour government. These proposed changes hopefully may affect school budgets favourably too bearing in mind our deliberations above.

One significant area of the new government focus is increasing funding for public schools, which could enhance our resources and facilities, providing a better learning environment for our students. There could also be reductions in class sizes, though for us we are fortunate we are in a position that we are full unlike some other schools struggling to fill classes.

Another key aspect is the introduction of new programs aimed at mental health and well-being. Additionally, there may be changes to the curriculum.

While these changes are not yet finalised, we wanted to keep you informed and assure you that we are actively engaging with the relevant authorities to understand the implications for our school. We will provide further updates as more information becomes available.

We appreciate your support and patience as we navigate these potential changes. Our commitment remains to provide the best possible education and support for your children.

Finally, thank you to all our parents for their continued involvement and support in our St Mary's community.

With the prospect of financial pressures, the governors would be interested to hear from any parents, employers/businesses who would like to establish community links with our school and any match funding incentives that could also benefit St Mary's.

Governors Maintenance Fund and Gift Aid

PARENTS OF PUPILS LEAVING US THIS YEAR please remember to cancel BANKERS ORDERS for voluntary donations.

If you are a UK tax payer and would like to consider Gift Aid please collect the information from the rack outside of the Main Entrance. Our Finance Officer, Miss Taberer, will be happy to answer any questions you may have.

Please contact the Finance Office if your circumstances have changed and you need to cancel your Gift Aid Declaration or are now able to Gift Aid your donations.

We have a number of outstanding parent payment on Eduspot. Please ensure that you log into the pupil's accounts before the end of the academic year and check if you have any payments due. We are aware that some parents have had issues logging into Eduspot. If you are having issues logging please contact Miss Taberer, Finance Officer. Alternatively, if you would like to send cash in please send it in an envelope with your child's name for the attention of Miss Taberer.

Find out more about our school ...

- Link to Ofsted report <http://reports.ofsted.gov.uk/inspection-reports/find-inspection-report/provider/ELS/102425>
- Link to school's website <http://www.st-marys.hillingdon.sch.uk/>
- Link to RE Ofsted comments and report <https://www.st-marys.hillingdon.sch.uk/page/?title=Diocesan+Inspection&pid=>
- Link to school's pupil premium statement <http://www.st-marys.hillingdon.sch.uk/page/?title=Pupil+Premium&pid=21>
- Link to school's PE and sport premium information <http://www.st-marys.hillingdon.sch.uk/page/?title=Sports+Premium+Funding&pid=22>
- Link to Parent View which seeks parents' opinions on 12 aspects of our school, from the quality of teaching, to dealing with bullying and poor behaviour. <https://parentview.ofsted.gov.uk/parent-view-results/survey/result-print/1843/1>

If you have any queries regarding this statement, please contact the school office:
Tel: 01895 232814 Email: office@stmarysuxbridge.org.uk or Clerk to Governors directly to itaberer@stmarysuxbridge.org.uk

Chair of Governor's signature



Date

July 2024

