

# Huncote Community Primary School Academy Trust

## Chair of Governors Annual report 2016/17

### KEY DELIVERABLES OF GOVERNANCE

Extract from Governance Handbook 2017 (Jan 2017)

We, The Department for Education, have high expectations of governing bodies. They are the strategic leaders of our schools and have a vital role to play in making sure every child gets the best possible education.

- 1) Ensuring clarity of vision, ethos and strategic direction;
- 2) Holding the head teacher to account for the educational performance of the school and its pupils, and the performance management of staff;
- 3) Overseeing the financial performance of the school and making sure its money is well spent.

### THE TRUST

Huncote Community Primary School Academy Trust operates an academy for pupils aged 4 to 11 serving a catchment area in Huncote, Leicestershire. It has a pupil capacity of 198 and present pupil numbers in the school census on 18<sup>th</sup> January 2018 was 178.

Huncote Community Primary School Academy has an outstanding reputation as a provider of quality education, sitting at the heart of the community with a firm commitment to ensuring that all of our students feel secure and challenged during their time in school. Our aim is to make everyone feel engaged and excited by learning and to experience the pleasure of achieving personal goals as well as working together as active and valued members of our school and community.

We are committed to creating and maintaining a working environment where students are keen to learn and respond positively to differing needs and priorities with the right balance of support and challenge. In so doing we believe that all our students have every opportunity to leave our school as confident, articulate and socially adept members of society. We aim to work effectively and proactively with home to provide the quality of education that our students need and deserve.

### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Constitution

The academy trust is a company limited by guarantee and an exempt charity. The charitable company's memorandum and articles of association are the primary governing documents of the academy trust. The trustees of Huncote Community Primary School Academy Trust Limited are also the directors [*and governors if applicable*] of the charitable company for the purposes of company law. The charitable company is known as Huncote Community Primary School Academy Trust.

#### Members Liability

Each member of the charitable company undertakes to contribute to the assets of the charitable company in the event of it being wound up while they are a member, or within one year after they cease to be a member, such amount as may be required, not exceeding £10, for the debts and liabilities contracted before they ceased to be a member.

### **Trustees' Indemnities**

The Companies Act 2006 s236 requires disclosure concerning qualifying third party indemnity provisions. Governors benefit from indemnity insurance to cover the liability of the Governors which by virtue of any rule of law would otherwise attach to them in respect of any negligence, default or breach of trust or breach of duty of which they may be guilty in relation to the Academy Trust.

### **Method of Recruitment and Appointment or Election of Trustees**

Governors are appointed through nomination and election (Staff and Parent Governor positions) and Community Governors were appointed or re-appointed at the inception of the Academy. Terms of office for a governor are based upon four years. Applicants wishing to join our Governors have to submit an application letter and meet with the Headteacher and Chair of Governors in order to determine that their skill set meets the need of the Academy.

### **Policies and Procedures Adopted for the Induction and Training of Trustees**

Governor induction training alongside a menu of extensive specialised training is available through the local network of schools to support all new Governors. The Academy buys into the LA Governor Development Service who across the Governing Body offer further Governor training. Governor skills were analysed through the use of GSET and appropriate training courses made available where necessary.

### **Organisational Structure**

The Members meet annually to review the structure and changes to the Trust Board. The FGB meet at least 4 times per year, and also to receive the annual financial reports. At each FGB meeting they receive the minutes and reports of the 2 sub committees. This year it has been decided to reduce the committee structure from 3 to 2 as much of the work was being duplicated. The committees are now:-

1. Teaching and Learning Committee which meets at least 3 times per year. In addition to their normal business they also undertake in depth monitoring exercises.
2. Resources, Health and Safety Committee also meets at least 3 times per year and also undertakes detailed monitoring exercises as well as normal business.

All governors are expected to serve on at least one committee though some attend both.

In addition to the two committees mentioned above we also have our GSET working group which is described below.

## **GOVERNANCE REVIEW 2014/15**

The governing body agreed to carry out a full review of governance commencing September 2014. It opted to set up a team of governors to lead the review. They in turn chose to use a web based self-evaluation tool developed by Essex County Council LA known as GSET (Governor Self Evaluation Tool). The team is known as GSET. This tool examines 5 key areas or strands of governance;

- 1.Strategic Leadership
- 2.School Improvement
- 3.Managing the Business
- 4.Building Relationships
- 5.Responsibilities

By each heading it asks the user a series of key questions relating to their current practices and grades the response in an OFSTED style scoring method. Dependant on self-assessed judgement each grade suggests a series of best practice methodologies to improve in step by step way.

Having agreed to focus upon strand 1. Strategic Leadership during 2014/2015, several improvement initiatives were launched. These included a thorough review of the school vision and values which

included all Stakeholders and the establishment of Key Governor Roles (KGRs ).The KGR roles ran through 2016/2017.

At the last meeting of the GSET team in Summer 2017 it undertook a review of the work of the KGRs in relationship to monitoring the work of the school. Whilst some of the KGR had been very successful there had been other which were less so. This led to the reforming of the committee structure as described above and subsequently led to a reduction of KGRs to

1. Chair of Governors
2. Vice Chair of Governors
3. SEND Governor
4. Governor for Disadvantaged Pupils
5. Training and Development Governor
6. Chair of the Teaching and Learning Committee
7. Chair of the Resources Health and Safety Committee

These began work in Autumn 2017.

The GSET team will continue to use the GSET tool to improve its overall performance. This is reflected in its latest work, via the monitoring work in committees, and their own meetings to become fully involved with the writing and monitoring of the SEF and SIP.

## **CLOSING STATEMENT**

The governing body of Huncote Community Primary Academy Trust first and foremost places firmly the welfare and education of the children in our community at the centre of our attention. We fully recognise and embrace the breadth and depth of challenges for effective governance set by the Department for Education. In order to meet these expectations the governing body continues to build on its strengths and review and improve upon its weaknesses. We are now strongly committed to joining the Embrace Multi Academy Trust to further bolster Governor work and the school improvement work which is already underway in the school. We strive to act in a strategic capacity, supporting the head teacher, the school and its staff to continually improve in all areas of our responsibility. This we believe this will best prepare the children in our community for life in modern Britain.

David Walker  
Chair of Governors  
Huncote Community Primary Academy Trust