



The Saints Federation Annual Governance Statement

Published Autumn Term 2020

In accordance with Government requirements that apply to all governing bodies, the 3 key functions of this Governing Board are:

1. **Ensuring clarity of vision, ethos and strategic direction**
2. **Holding the Executive Headteacher to account for the educational performance of all three schools and the pupils**
3. **Overseeing the financial performance of the school and making sure money is well spent.**

How we are organised

The Federated Governing Board reconstituted on 1st September 2019, supporting the communities the 3 schools serve. There are 14 governance positions as follows; 1 Headteacher, 2 Elected Parents, 1 Staff, 1 Local Authority, 8 Foundation, and 1 Co-opted. Our names and any key responsibilities are listed at the end of this statement.

Foundation governors are appointed through a combination of Parochial Church Councils, the Diocesan Board of Education, the Bishop of Norwich and a charitable trust. A Co-opted governor is appointed by the Governing Board and would be a person who, we consider, has skills required to contribute to the effective governance and success of the Federation.

The full Governing Board meets once each half term, and we employ a professional school governance clerk. We also have 4 committees to consider different aspects in more detail. Each Committee has comprehensive terms of reference, but broadly they have the following remit.

Resources Committee collaborates with the Federation Management Team, working to ensure the most efficient use of all resources – people, property, and finances – to drive up standards and provide a safe working environment for all pupils and staff.

The **Curriculum & Standards Committee** challenges and supports the Federation Management Team, with the aim of driving up standards by ensuring delivery of a broad and balanced curriculum that enables every child to reach his or her full potential in a stimulating environment. This is achieved by a planned programme of Monitoring visits of both core and foundation subjects. The committee works with Foundation governors to enhance and develop the Federation's Christian Ethos.

Continual Improvement is the committee that considers current performance and conformance against various check lists and guidelines, seeking to drive changes that will give incremental and/or large scale improvements. Occasionally this group will be given specific tasks or issues to investigate or deal with.

Foundation Committee liaises with the Management Team to uphold and promote the distinctive Vision and Christian Ethos of the Federation Schools, ensuring a daily act of Christian Worship takes place, while recognising that the schools must meet the needs of all members of their local communities. In cooperation with the Curriculum Committee they ensure the provision of Religious Education that accords with the Norfolk Agreed Syllabus.

	<p>We also ask individual Governors to focus on and maintain awareness of specific key topics such as Pupil Attendance, Safeguarding, Data Protection, Health & Safety, Disability and Special Educational Needs, Governor Training and Succession Planning.</p> <p>Governors maintain excellent levels of attendance and proactive involvement in all meetings. As a group we review the skills that we have, consider the skills we need, and seek training and knowledge to equip ourselves to best serve the Federation. We collaborate as a team, drawing on individual's strengths, knowledge, skills and experience. Individuals give freely of their time, energy and enthusiasm, and we strive to balance our governance workload around our personal and working lives.</p>
<p>The past school year and the future</p>	<p>The later part of the last academic year (2019/2020), was dominated by managing the impact and implications of Covid-19. With a strong school leadership and management team, previously unimaginable circumstances were dealt with in a truly professional and 'can do' manner. As ever we saw the benefit of the three schools pooling ideas, solutions and workload. One school site opened during lockdown for Federation vulnerable pupils and those of key-worker families. Throughout this time all aspects of required Governance have been mindful of the mental health and wellbeing of staff, pupils and their families and will continue to do so.</p> <p>The Governing Board has held virtual full board and committee meetings and thus maintained full governance throughout this difficult time. Inevitably some plans had to be held back, for example monitoring visits postponed and deferral of fully adopting of the New SIAMS Schedule.</p> <p>As a three school federation, we continue to seek increased efficiency and economy. During our meetings we consider the three schools side by side, acknowledging the necessary differences and individual characteristics, but also seeking to understand what works best, why and how this can be replicated elsewhere. Resources committee will continue to scrutinise capital and revenue spending and seek best value.</p> <p>The Curriculum and Standards Committee maintain an overview of the approach to school and home based learning, in the delivery of a broad and balanced curriculum.</p> <p>Minor and more major building repairs and improvements have been undertaken, as part of our ongoing responsibilities for the buildings our schools occupy, making best use of capital funds available to us. All necessary changes required to meet Covid-19 Health & Safety measures, have been implemented.</p>
	<p>Want to know more, got any questions? Your suggestions, questions, feedback and ideas are always welcome – please contact us via the school office.</p>

List of Appointed Governors

List of Appointed Governors Alphabetical List of Governors	Category - Appointed by	Term of office expires	Committees				Any Specific Responsibilities
			Resources	Curriculum & Standards	Continual Improvement	Foundation	
Mrs Jan Bates	Local Authority	11/06/23					On 1 year sabbatical
Mr Joe Bernard	Parent Elected	28/11/20		<input checked="" type="checkbox"/>			
Mrs Rebecca Bouchard	Foundation – Trust	20/06/23		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
Mr Neil Levitt	Co-Opted	15/07/23	<input checked="" type="checkbox"/>				
Mrs Caroline Louth	Parent Elected	15/07/23		<input checked="" type="checkbox"/>			
Mrs Jane Marchant	Foundation - DBE	28/03/23	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Chair of CI Committee
Mrs Maxine McGarr	Executive Headteacher	n/a	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Mrs Gill Partridge	Foundation – PCC	31/08/21		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	Chair of Foundation Committee
Mr Oliver Pearson	Foundation - DBE	11/03/23	<input checked="" type="checkbox"/>				
Mrs Sue Savereux	Foundation – PCC	09/11/22	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		Chair of Resources Committee
Mrs Margaret Styles	Foundation – PCC	22/07/23				<input checked="" type="checkbox"/>	
Mrs Jennie Vere	Foundation - Bishops Choice	28/01/23		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Chair of Curriculum & Standards
Ms Jess Woolner	Staff Elected	31/10/22		<input checked="" type="checkbox"/>			
Vacancy	Foundation – Bishops Choice						

DBE=Diocesan Board of Education

Register of Business & Personal Interests – The following declarations have been made as at 13th October '20

Name	Interest	Details