



Annual Governance Statement Academic Year 2020 - 2021

Date of Annual Governance Statement	September 2020 – August 2021
School Name	St Andrew's CofE Primary School
School Address	Nursery Way, Uxbridge, Middlesex, UB8 2BX.
Telephone number	01985 232768
Contact email address	office@standrewsuxbridge.org.uk
Website	http://standrewscofeprimary.co.uk/
Category of school	Voluntary aided school
DfE number	312/5208
Ofsted grading and date of last inspection	Requires Improvement – January 2019.
Name of Headteacher	Mrs Nicola Dallibar
Name of Deputy Headteacher	Mrs Annamarie Lawrence

The core functions of the 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 Head Teacher to account for the educational performance of the school and its pupils;
- Ensuring the sound, proper and effective use of the school's financial resources.

In exercising their functions the governing body shall:

- Act with integrity, objectivity and honesty and in the best interests of the school; and
- Be open about the decisions they make and the actions they take and in particular shall be prepared to explain their decisions and actions to interested parties.

Our governing body has a code of conduct which is reviewed and agreed annually. All governors and associate members are obliged to abide by this code.

Legal constitution of the governing body

The governing body was formally constituted on 1st September 2015

Category of Governor	Appointed or elected onto the governing body
7 Foundation Governors	Appointed by Governing Body
2 Parent Governors	Elected on to the governing body by parents of pupils at the school
1 Head Teacher	Ex-Officio
1 Staff Governor	Elected on to the governing body by all staff employed by the school
1 Local Authority Governor	Nominated by the Local Authority (Hillingdon Council), and appointed by the governing body
Total number of possible governors = 12	

St Andrew's Governing body (September 2020 – August 2021)

Category of Governor	Full Name	Term of Office	Term Ends
Parent	Nicole McAllister	4 years	Dec 2022
Parent	Clay Gibbons	4 years	March 2024
Head Teacher	Nicola Dallibar	Ex-Officio	Ex-Officio
Staff	Annamarie Lawrence	4 years	September 2022
Local Authority	Namesha Bala	4 years	June 2025
Foundation	Catherine Batt	4 years	October 2024
Foundation	Erica Wilding	4 years	October 2024
Foundation	Vacancy	4 years	
Foundation	Andrew Studdert-Kennedy	Ex-Officio	Ex-Officio
Foundation	Hannah l'Anson	4 years	March 2025
Foundation	Vacancy	4 years	
Foundation	Vacancy	4 years	

The Clerk to Governors is	Tamsin Connick
The Chair of Governors is	Catherine Batt
The Vice Chair of Governors is	Andrew Studdert-Kennedy

This governing body can appoint Associate members. Associate Members are not governors but they are public volunteers. They are appointed by the governing body to support the ongoing work and duties of the governing body. The number of Associate Members is zero.

Associate Members	Term of office	Voting rights at committee level
None	-	-

The governing body also invites other attendees to specific meetings as required.

Other Attendees	Committee	Job Role
Mark Newton	FGB	LDB Primary Advisor
Maria Coles	FGB	LBH School Improvement Advisor
Jessie Bassan	FGB / Finance	School Business Manager
Marana Biddle	FGB	Staff
Wendy Todd	FGB / Finance	SIP link
Jane Box	Admissions	Admin & Admissions officer
Matthew Durbin	FGB	Prospective governor
Victor Peacock	FGB	Prospective governor

Resignations	Category	Date of resignation
Judith Cooper	LA	October 2020
Seona Barrow	Foundation	October 2020
Joanna Mason	Foundation	October 2020
Andrew Wilcox	Foundation	December 2020
Laura Phillips	Foundation	February 2021
John Bosco	Foundation	June 2021
Annamarie Lawrence	Staff	August 2021

How the governing body delegates and distributes its duties

The governing body agreed to form the following committees. New governors are allocated committees as they join the governing body, the structure and committees are reviewed annually.

	Resources & Finance	Teaching & Learning	Pay & Personnel	Admissions
Committee Chair	Clay Gibbons	Anna Marie-Lawrence	Catherine Batt	Andrew S-K
Committee Governors	Catherine Batt Nicola Dallibar Clay Gibbons Erica Wilding	Catherine Batt Nicole Landon Laura Philipps Andrew S-K	Catherine Batt Nicola Dallibar Clay Gibbons Andrew S-K	John Bosco Nicola Dallibar Andrew S-K Erica Wilding
Associates	None	None	None	None
Other Attendees	Jessie Bassan	Tamara Colman	None	Jane Box
Remit of the Committee	- To regularly monitor the school's financial management, financial performance and budgetary controls, approve a proposed budget and ensure financial compliance with all statutory requirements. - Monitoring staffing	- To address/monitor all aspects of pupil progress/ provision and the effectiveness of leadership and management in driving improvement - To monitor the provision and impact of pupil premium. - To consider welfare & SEN needs.	- To address any matters arising under the area of HR. - The committee also reviews Performance Management and staffing needs as well as conducting a	- To meet as required and deal with all related admissions matter including legislation and Local Authority requirements for the admission of

	- Monitor all health and safety matters and compliance, to ensure that the school provides a safe environment for anyone entering the premises - this includes liability under Health & Safety at Work Act 1974 and Occupiers Liability Act 1984.	- ICT/e-safety including social media. - Pupil behaviour and attendance. - To ensure all pupils can access a diverse and balanced curriculum, meeting the needs of all pupils. - To monitor EYFS provisions.	confidential pay meeting annually.	pupils to St Andrews Primary school.
Meetings held in each academic Year	5 meetings	3 meetings	1 pay and extraordinary as required	1 and extraordinary as required

Specific panels of the governing body are convened as required for

- School Complaints
- Staff Grievance and Discipline or HR Matters
- Pupil Discipline
- Admissions

The governing body delegates some specific functions to some governors covering specific areas of school life. These governors are known as Link Governors. Our school has the following link governors.

Area of responsibility	Named Governor	Number of visits to school in this role in academic year
Data Protection	Nicole McAllister	Termly
EYFS	Judy Cooper	Half Termly
Finance & Best Value	Clay Gibbons	Termly
Foundation Subjects	Laura Phillips	Half Termly
Health & Safety	Clay Gibbons	Half Termly
HR	Catherine Batt	Termly
Literacy	John Bosco	Half Termly
Numeracy	John Bosco	Half Termly
Pupil Premium	Hannah l'Anson	Termly
Religious Education	Andrew Studdert-Kennedy	Termly
Safeguarding	Nicole McAllister	Termly
Special Educational Needs and Disability (SEND)	Hannah l'Anson	Termly

Governing body and committee meeting attendance Academic Year 2020/2021

Governor Name	Governing Body Meeting Dates and Attendance					
	13.10.2020	26.11.2020	11.02.2021	25.03.2021	19.05.2021	13.07.2021
Nicola Dallibar	Attended	Attended	Attended	Attended	Attended	Attended
Namesha Bala						Attended
Catherine Batt		Attended	Attended	Attended	Attended	Attended
John Bosco	Apologies	Attended	Absent	Absent	Absent	Absent
Clay Gibbons	Attended	Apologies	Attended	Attended	Attended	Attended
Hannah l'Anson					Attended	Attended
Annamarie Lawrence	Attended	Attended	Attended	Attended	Attended	Attended
Nicole Landon	Attended	Attended	Attended	Attended	Attended	Attended
Laura Phillips	Attended	Apologies	Attended			
Andrew Studdert-Kennedy	Attended	Attended	Attended	Attended	Apologies	Attended
Andrew Wilcox	Attended	Attended				
Erica Wilding		Apologies	Apologies	Attended	Attended	Attended

Governing body committee attendance 2020/2021: Resources & Finance Committee

Governor Name	26.11.20	04.02.21	30.04.21	08.07.21
Nicola Dallibar	Attended	Attended	Attended	Attended
Catherine Batt	Attended	Attended	Attended	Attended
Clay Gibbons	Attended	Attended	Attended	Attended
Erica Wilding	Attended	Attended	Attended	Attended

Governing body committee attendance 2020/2021: Teaching & Learning

Governor Name	10.12.20	21.01.21		
Catherine Batt	Attended	Attended		
Nicole Landon	Attended	Attended		
Annamarie Lawrence	Attended	Attended		
Laura Phillips	Apologies	Attended		
Andrew S-K	Attended	Attended		

Governing body committee attendance 2020/2021: Pay & Personnel

Governor Name	02.11.20			
Catherine Batt	Attended			
Nicola Dallibar	Attended			
Clay Gibbons	Attended			
Andrew S-K	Attended			

Governing body committee meeting attendance 2020/2021: Admissions Committee

Governor Name	11.12.20	26.02.21		
John Bosco	Attended	Apologies		
Nicola Dallibar	Attended	Attended		
Andrew S-K	Attended	Attended		
Erica Wilding	Attended	Attended		

Governing body key areas of focus, effectiveness and impact

What were the significant challenges for the governing body in 2020/21?

1.	Supporting the Headteacher and SLT throughout a difficult year in which COVID and a pandemic were still the key factors.
2.	Maintaining a stable staffing and financial position.
3.	Maintaining a strong governing body in an ever-changing environment.

How were the challenges met?

1.	Ensuring that governors were always aware of any issues and remotely maintained consistent contact and an online presence. Adapting to different ways to conduct meetings, support staff and monitor learning were all new challenges that were successfully overcome.
2.	By monitoring and planning ahead governors have ensured that the school is financially sound, they are always planning and looking for ways of increasing income to ensure the continuing financial stability of the school. Re-establishing a finance committee last year has helped with this. Staffing has been a challenge but supporting SLT with the strategic management of absence and vacant roles has facilitated a flexible approach that has kept the school operating.
3.	The focus in 2020/2021 was to ensure that Governors supported SLT prioritising the vision of keeping standards consistently high. Recruiting new governors to the governing body has been a key priority.

What were the achievements of the governing body for 2020/2021?

1.	The Governing Body adapted to the changes as a result of the pandemic and was able to continue to function.
2.	Strategic support for the school in terms of enabling key staffing changes and improvements to the school environment

3.	Recruiting new members with appropriate skill sets in order to assist with progressing the governing body and its operations.
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How have these achievements improved areas of school life?

1.	Consistent contact and support for SLT helped the school to continue to perform in difficult times and assisted with maintaining teaching as well as the continued wellbeing of staff and students.
2.	Improvement in standards and performance of staff, better operational success and better physical environment helping staff, children and parents to feel more positive about the school.
3.	The appropriate skill sets allow governors to act more efficiently in link roles and in providing advice and guidance to the school, thus supporting both staff and SLT to improve outcomes.

Governing Body Register of Interests (2020- 2021)

The register of interests must:

- state the name and category of each governor
- set out any relevant business interests
- set out details of any other educational establishments that they govern
- set out any relationship details between governors and members of staff, including spouses, partners and relatives

Full Name	Category of Governor	Declarations of Members' Interests: Business, Educational and Personal
Nicola Dallibar	Head Teacher	Head Teacher at St Andrews
Catherine Batt	Foundation Governor	Chair of Governors at Laleham Primary and Works within other school's in Surrey LA.
John Bosco	Foundation Governor	None
Namesha Bala	L A Governor	Owner of Educo London
Clay Gibbons	Parent Governor	Wife works at STA as pastoral support
Annamarie Lawrence	Staff Governor	Deputy Head at St Andrews
Erica Wilding	Foundation Governor	Curate of St Marys church
Nicole Landon	Parent Governor	Registered with HCPC & IBMS and Member of Society for Education but not in a position of control or management
Laura Phillips	Foundation Governor	Teacher at another primary school within the LA
Andrew Studdert-Kennedy	Foundation Governor	Vicar of St Andrews church.
Hannah l'Anson	Foundation Governor	None

Andrew Wilcox	Foundation Governor	CEO of Veritas Educational Trust Governor of Berkhamsted School Director of Wilcock Associates Ltd.
Serona Barrow	Foundation Governor	Chair of Governors at Hermitage Primary School
Judith Cooper	LA Governor	Ward Cllr. LBH. Charity Trusteeships: Fassnidge Memorial Trust Family: George Cooper (Husband) – St. Mary's RC Primary School, Chairman of Finance Committee and member of GB.
Joanna Mason	Foundation Governor	None
Tamsin Connick	Clerk	Clerk and governance advisor to other schools in the LA

Find out more about our school ...

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- Link to Ofsted report <https://reports.ofsted.gov.uk/provider/21/102438>
 - Our school's Ofsted data dashboard can be found at <https://www.gov.uk/school-performance-tables>
 - Link to school's website <http://standrewscofeprimary.co.uk/>
 - Link to school's pupil premium statement on the school's website <http://standrewscofeprimary.co.uk/about/pupil-premium.php>
 - Link to school's PE and sport premium information on the school's website <http://standrewscofeprimary.co.uk/about/sports-premium.php>
 - Link to Parent View Portal, which seeks parents' opinions on aspects of our school, from the quality of teaching, to dealing with bullying and poor behaviour <https://parentview.ofsted.gov.uk/>
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