

**Pudsey Grammar School  
Annual Governor Statement 2021 - 22**

**Pudsey Grammar School Governing Body**

**Chair: David Webster**

**Vice Chair: Donna Booth**

The constitution of the Governing Body is:

- Headteacher
- 1 x Local Authority (LA) Governor, recommended by the LA / Governor Support Service and approved by the Governing Body
- 2 Parent Governors, formally elected through a ballot of parents unless the election is uncontested
- 7 Co-opted Governors, nominated and appointed by the Governing body
- 1 Staff Governor, formally elected by staff employed at school
- 2 Trust Governors, appointed by the Trust

The Governing body operates with the following committees:

- **Resources Committee** - Responsible for staffing including the appointment SLT and role of the SENCO. Equality and diversity, finance, property management, health and safety and nutritional standards. **Committee Chair – Nick Crowther.**
- **Teaching and Learning Committee** - Responsible for teaching and learning matters including target setting, standards and achievement, SEN (including reporting annually on the success of the SEN policy), monitoring teaching and learning and curriculum provision and ensuring that the governing body is represented at school improvement discussions. **Committee Chair – Donna Booth.**
- **Student Support Committee** - Responsible for safeguarding, behaviour, attendance, ensuring that the Governing Body is represented at School Improvement discussions, the extended services, spiritual moral social and cultural development, children, parent and staff voice, extra-curricular activities, cluster and other partnerships. **Committee Chair – David Webster.**
- **Pay Review committee** – Responsible for ensuring the implementation of the school Pay Policy and Teacher Appraisal Policy.
- **Pay Appeal committee** – Responsible for hearing pay appeals and ensuring a fair and proper process has been followed.

## **1. Overview**

The governing body conducts its business to take account of the three roles of the governing bodies as outlined in the Governors' Handbook:

- **Ensuring clarity of vision, ethos and strategic direction;**
- **Holding the Principal and SLT to account for the educational performance of the school and its pupils and the effective and efficient performance management of staff;**
- **Overseeing the financial performance of the school and making sure its money is well spent.**

The day-to-day management of the school is the responsibility of the Principal and Senior Leadership Team.

The Governing Body also ensures that the school complies fully with statutory safeguarding procedures. All staff have signed a record to confirm they have read Part 1 of the DfE statutory guidance "Keeping Children Safe in Education" and Annex A. The governing body has familiarised itself with the document and are aware Safeguarding is the responsibility of **ALL** Governors.

The Safeguarding Governor works closely with the safeguarding lead in school to ensure the annual Safeguarding Audit and the Annual Safeguarding Return is completed, also ensuring that all Safeguarding in school is carried out to the correct procedures that have been put in place and the safety of the students is paramount.

## **2. The composition of the Governing Body**

There are currently 3 vacancies on the Governing Body, One Co-opted and two Parent Governor vacancies. Governors have knowledge and experience of analysing performance data and they are currently upskilling other Governors in this area. Governors have specific roles within school, they continue to further their knowledge by attending training courses which is relevant to their role.

## **3. Meetings of the Governing Body and attendance**

The full Governing Body meets 4 times a year; There are also 3 Governing Body committees which meet 3 times a year and they have delegated authority to make decisions on behalf of the Governing Body. All meetings are clerked by a trained professional clerk.

Governors have good attendance at meetings overall. Apologies for non-attendance are considered on an individual basis; Governors are aware through the code of conduct that non attendance, which includes apologies not being accepted, will result in the removal of a Governor six months from the date of first non-attendance. In addition, Governors are also aware through the code of conduct the confidentiality of the meetings and also to be impartial throughout.

## **4. The remit of the governing body and its committees**

The purpose of the Governing Body is to provide confident, strategic leadership and create robust accountability, oversight assurance for the educational and financial performance for the school. The Governing Body take a strategic role, act as a critical friend to the school and be accountable for its decisions. It sets aims and objectives in order to review, agree, monitor policies, targets and priorities.

The Governors ensure 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 school and making sure its funding is well spent.