

Annual Governance Statement for the Local Governing Board (LGB) of Litcham school.
September 2024

The Local Governing Body of Litcham school has a strong focus on its core strategic functions:

- Ensuring there is clarity of vision, ethos and strategic direction.
- Holding executive leaders to account for the educational performance of the organisation and its pupils and the performance management of staff

Core Aims

In accordance with the Government's requirement for all governing bodies, the core aims of the Local Governing Board are to:-

- Develop, share and live the ethos and values of our Trust
- Work collectively for the benefit of the Trust
- To provide a sense of direction for the school
- to provide challenge to the school for the quality of the education (including teaching and learning) it provides and the standards achieved
- to follow the scheme of delegation in liaison with the Synergy Trust

Governance Arrangements

As from the 1st September 2024, the constitution of the Local Governing Board consists of :

12 Governors made up of :-

4 Parent Governors (3 vacancies)
4 Staff Governors (including the Headteacher, 3 vacancies)
4 Trust Appointed Governors (1 vacancies)

The LGB meetings every half term. All business is transacted through the LGB where all major decisions are agreed. However, individual governors take on specific roles that cover both the statutory requirements and other areas that the governors have agreed should be monitored, which include:

Safeguarding
Health and Safety
SEND
Curriculum
EYFS
Behaviour
Pupil Premium

Governors Terms Office / Roles 2024/25

Parent and Staff governors are in the process of being appointed.

Governor	Governor Appointment	Term of Office	Role
Stuart Wilson	Head of School	n/a	Head of School
Sue Madden	Parent Governor	01/09/2022 – 31/08/2026	Chair
Gary Hinchliffe	Trust Appointed Governor	01/09/2022 – 31/08/2026	Trust Appointed Governor
Sarah White	Trust Appointed Governor	01/09/2022 – 31/08/2026	Trust Appointed Governor
Caroline Williamson	Trust Appointed Governor	26/06/2023 – 25/06/2027	Trust Appointed Governor
Governors serving in the last 12 months	Governor Appointment	Term of Office	Role
Kate Atkins	Staff Governor	15/07/2023 – 31/08/2024	Staff Governor
Nazia Bannister	Staff Governor	21/03/2022 – 21/03/2024	Staff Governor

Governor record of Attendance 2023-24

Governor	Attendance %
Stuart Wilson	100
Gary Hinchliffe	100
Sarah White	66
Sue Madden	100
Nazia Bannister	75
Caroline Williamson	66
Kate Atkins	83

Governors have good attendance at meetings and meetings have not been cancelled due to lack of attendance to make the meeting quorate (*the number of governors needed to ensure that legal decisions can be made*)

The work that we have done within the governor board

There are no committees within the governor board, however all governors are involved in different links. All governors are able to report back to the LGB at any time and contribute to all discussion and decisions made. They are also able to ask for an agenda item to be included at any meeting. Safeguarding has been regularly and accurately followed by our governor responsible for safeguarding. Subject-lead staff and other senior leaders attend meetings to provide an overview of their subject or key area on a regular basis.

The governor body has continued to be actively involved in monitoring school improvement.

Governors regularly discuss data giving the results of pupil achievements and progress, so that we can be sure that the school is on track to fulfil its targets for all pupils.

Governors note the receipt of policies approved by the Trust and where appropriate local information is added.

The pupil admission number is 25 for Reception and 87 for Year 7.

Although the LGB is not responsible for the finance, the LGB continue to receive reports on the financial status of the school.

Minutes of the LGB meeting are public documents and can be requested via the school office.

Individual Governor Responsibilities

These responsibilities are reviewed regularly and in line with the constitution of the board

Responsibility	Key Governor
Safeguarding	Sarah White
Health and Safety	Gary Hinchliffe
SEND	Caroline Williamson
Careers	Gary Hinchliffe
Curriculum	Susan Madden
EYFS	Sarah White
Behaviour	Gary Hinchliffe
Pupil Premium	Gary Hinchliffe

Future plans for the Governors

The ongoing work of the LGB is to monitor standards and support staff as they seek to plan changes and new strategies to bring about improvement.

The LGB will continue to encourage regular governor school visits so that governors have full knowledge of all aspects of school life. It will regularly audit governor training needs and ensure that specific governors training needs are met.

How you can contact the governing body

The chair of governors can be contact via the school office or via the Clerk Hannah Beard, hbeard@synergymat.co.uk . You can see the full list of governors and their attendance at the meetings on the school website.