

Vine Tree Primary School Annual Governance Statement – 2022/23

Constitution of the Governing Board

Category of Governor	Appointed or elected to the governing board?
1 x Headteacher	Governor by virtue of employment by the school
1 x Staff Governor	Elected on to the governing board by staff ballot
1 x Local Authority Governor	Nominated by the Local Authority and appointed by the governing board
4 x Parent Governors	Elected on to the governing board by parent ballot
7 x Co-opted Governors	Appointed by the governing board
Total number of governors = 14	

Members of the Governing Board

Category	Full Name	Appointed	Term of Office
Headteacher	Mr Darren Locke	01/09/2009	
Staff	Miss Naomi Thomas	16/10/2021	4 years
Local Authority	VACANCY		
Parent	Mrs Sarah Atkinson	24/11/2020	4 years
Parent	Mrs Vickie Le'Clere	22/11/2022	4 years
Parent	VACANCY		
Parent	VACANCY		
Co-opted	Mr Alan Bradley	17/11/2020	4 years
Co-opted	Mrs Janet Cope	22/01/2019	4 years
Co-opted	Mrs Liz Gladwyn	17/11/2020	4 years
Co-opted	Mrs Helen Johnson	22/11/2022	4 years
Co-opted	Mr Kudakwashe Nyadzo	14/12/2020	4 years
Co-opted	Mrs Michelle Sawyer	05/02/2022	4 years
Co-opted	Mrs Heather Tunstall	23/11/2021	4 years

Chair of Governors	Mr Kudakwashe Nyadzo
Vice Chair of Governors	Mrs Heather Tunstall
Clerk to Full Governing Board	Mrs Tara Sanchez

The governing body may also appoint Associate Members, as required, to support its ongoing work and duties. Associate Members work in an advisory capacity and as such do not have voting rights.

Associate Members	Appointed	Term of Office	Voting Rights?
Mrs Debbie Walker	17/11/2020	4 years	None

Members Left Within Previous 12 Months

Category	Full Name	Appointed	Left	Reason
LA	Mrs Jill Rhodes	20/10/2016	13/09/2022	Resigned
Parent	Miss Lisa Colclough	12/02/2018	20/10/2022	Resigned
Parent	Mr Steven Pointon	24/11/2020	20/10/2022	Resigned

Governing Board Core Functions

As defined by the [Department for Education \(DfE\) in Governance handbook for maintained schools, academies and multi academy trusts, October 2020](#), all governing boards, no matter what type of school or how many schools they govern, have three core functions:

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

In exercising their functions, the governing board 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 board has a Code of Conduct, reviewed annually, a copy of which is available on our website. All governors and associate members are obliged to abide by this code.

Our Committees

Our governing body delegates and distributes its duties through the following committees. Committee membership is reviewed annually in the Autumn Term.

Committee Name	Chair	Members	Terms of Reference
Pay	Liz Gladwyn	Sarah Atkinson Heather Tunstall	Available from school office
Headteacher's Performance Management	Kudakwashe Nyadzo	Alan Bradley Michelle Sawyer	Available from school office
Appeals	Committee will be constituted as required.		Available from school office
Staff Discipline & Dismissal	Committee will be constituted as required.		Available from school office
Pupil Discipline & Exclusions	Committee will be constituted as required.		Available from school office
Complaints	Committee will be constituted as required.		Available from school office

Governing Board Effectiveness and Impact for Academic Year 2021/22

During the previous academic year of 2021/22 there were a number of changes to the governing board. A new Chair of Governors was appointed in the autumn term, and a new School Improvement Partner was appointed in the summer term. These changes have given the board a renewed focus and vision.

We are in the process of reviewing the format and content of all documents received from the school, starting with the School Development Plan and the Self Evaluation Form, to ensure that they provide adequate, up-to-date and concise information with which we can hold the Headteacher to account for the educational performance of the school.

In addition we have reviewed the committee structure to ensure that we are working in a way that provides an effective level of scrutiny and delivers on our strategic aims as a board, whilst making the most efficient use of governors' time. As such, from the autumn term of 2022/23 our Leadership & Resources and Curriculum & Attainment Committees will be disbanded and instead we will follow a model of 2 Full Governing Board meetings per term, taking best practice from other schools with the advice and support of our professional clerk.

Chair of Governor's signature

Kuda Oyedokun

Date

23/11/2022

Planned review date

22/11/2023