



**Annual Governance Statement for the Governing Board of the  
Old Catton and White Woman Lane Federation**

In accordance with the Government’s requirement for all governing boards, the three core strategic functions of Old Catton and White Woman Lane Federation Governing Board are:

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

**Governance arrangements**

The Governing Body of the Old Catton and White Woman Lane Federation is made up as follows: -

- 1 Authority Governor
- 7 Co-opted Governors
- 1 Head Teacher Governor
- 1 Staff Governor
- 2 Parent Governors
- 2 Foundation Governors

Co-opted governors are appointed by the Governing Board and are people who have the skills required to contribute to the effective governance and success of the school.

There are also four Associate Members appointed, for their roles within the schools.

The Full Governing Board (FGB) meets twice each term, and we have one committee, Finance and Premises (F&P) to consider and recommend actions to the full Board concerning finance and the school buildings and grounds. Working with the other schools within the Nebula Partnership we have a joint Curriculum, Safeguarding and Personnel (CPS) committee.

Membership of committees is decided at the first Full Governing Board meeting of the academic year.

There is also a Pay committee which usually meets annually

	<p>following completion of the teaching staff performance management cycle.</p> <p>A list of types of governors and terms of office is included in Appendix A.</p>
<b>Attendance record of governors</b>	<p>Governors have excellent attendance at meetings and we have never cancelled a meeting because it was not “quorate” (the number of governors needed to ensure that legal decisions can be made).</p> <p>Details of individual governors’ attendance at meetings are included in Appendix B.</p>
<b>The work that we have done in our committees and in the governing body</b>	<p><b>Full Governing Board</b> We continue to work in close partnership with the Executive Leadership team, Heads of School and staff to ensure that the children at Old Catton and White Woman Lane schools receive the best education possible. As part of this, a continuing focus of this year has been our involvement in the Nebula partnership, our innovative way of working with other local schools. This year we have consulted with parents and carers and other stakeholders to form the Nebula Federation. In June all governing boards in the Nebula Partnership agreed to move to Federation which will see one Governing Board for all the Nebula schools</p> <p><b>Finance and Premises committee</b> There is now a federated budget for the schools and Schools Financial Value Standard (SFVS) was achieved for both schools. This is a self-assessment that schools undertake to evidence the effective financial management of resources and is submitted to the Local Authority on an annual basis. Revenue was earned from courses run from the White Woman Lane Lodge which are opened up to other schools. Some windows have been replaced at both schools. Old Catton now has two extra teaching spaces. A fire alarm panel was replaced at White Woman Lane.</p> <p><b>Joint Curriculum, Personnel and Safeguarding committee</b> Governors have reviewed key data for both schools together with the data across all six schools and have received an in depth analysis of the interventions supporting pupils with particular needs. Governors had a presentation of the SEND provision within the schools and the local offer</p>

	<p>The annual Health and Safety monitoring is carried out by the nominated Governor each November.</p> <p>An audit of policies and procedures was carried out by the CPS committee at the first meeting of the new academic year.</p> <p>Some governors also have specific responsibilities in addition to the work they do in their committees. We have a governor with oversight of safeguarding, another with oversight of SEND and another with oversight of Pupil Premium and Looked After Children. These governors work with senior leaders to ensure that all children are safe at school and that those children with additional needs are supported.</p> <p>Policies have been reviewed and agreed in accordance with our policy timetable by the full board or committees as appropriate. Governors have also carried out monitoring sessions by meeting pupils to discuss writing, reading, foundation subjects and British values</p> <p>Minutes of Governing Board and Committee meetings are public documents which are available from the school office.</p>
<p><b>Future plans for the governors</b></p>	<p>The Governing Board is looking forward to the formation of the Nebula Federation which will continue to embed a high level of governance and build on the benefits of working together to raise standards and increase the opportunities for pupils.</p> <p>We continue to demonstrate that six schools working together brings opportunities to develop expertise and extend the professional development of staff and enables the schools to benefit from economies of scale. We will continue with this work for the benefit of all pupils.</p>
<p><b>How you can contact the governing body</b></p>	<p>We always welcome suggestions, feedback and ideas from parents – please contact the Chair of Governors direct on 01603 429986</p> <p>You can see the full list of governors and more information about what we do, on the Governors’ page of the school website.</p>

## Appendix A

### Old Catton and White Woman Lane Federation – Governor Membership and Terms of Office

Full Name	Governor Type	Term From	Term To	Roles
Neil Aylott	Co-Opted	17 Mar 2014	15 Mar 2018	Vice Chair Pupil Premium Looked After Children
Ashley Best-White	Headteacher	1 Sep 2015	30 Aug 2019	Finance & Premises Committee Curriculum, Personnel & Safeguarding Committee.
Kate Connelly	Staff	1 Sep 2015	30 Aug 2019	Joint Curriculum, Personnel & Safeguarding Committee.
Cathy Fiddy	Parent	1 Sep 2015	1 Sep 2019	Safeguarding
Liz Howe	Co-Opted	1 Sep 2015	30 Aug 2019	Finance & Premises Committee Joint Curriculum, Personnel & Safeguarding Committee.
Terrence Isaac Griffiths	Co-opted	2 Feb 2016	31 <sup>st</sup> Aug 2017	
Nick Johnson	Associate Member	1 Sep 2015	30 Aug 2019	Joint Curriculum, Personnel & Safeguarding Committee
Judy Leggett	Authority	1 <sup>st</sup> Sept 2016	31 Aug 2020	Chair Substitute SEN Governor Joint Curriculum, Personnel &

				Safeguarding Committee
Sylvia Mak	Foundation	19 Nov 2013	17 Nov 2017	Health & Safety Finance & Premises Committee Joint Curriculum, Personnel & Safeguarding Committee
Marian McKee	Associate Member	1 Sep 2015	30 Aug 2019	Voting rights Finance & Premises committee
Nicky Pellatt	Associate Member	1 Sep 2015	30 Aug 2019	Joint Curriculum, Personnel & Safeguarding Committee Finance & Premises Committee
Rebekah Quiles-Richmond Approved leave of absence	Co-Opted	01 Sep 2015	29 Aug 2019	SEN Governor Finance & Premises Committee
Alison Randall	Foundation	15 Dec 2015	1 <sup>st</sup> June 2017	Chair Joint Curriculum, Personnel
Martin Reeve	Associate Member	1 Sep 2015	January 2017	Joint Curriculum, Personnel & Safeguarding Committee
Daniel Richmond	Co-Opted	01 Sep 2015	29 Aug 2019	Joint Curriculum, Personnel & Safeguarding Committee
Robert Wagstaff	Parent	01 Sep 2015	30 Aug 2019	Finance & Premises Committee
Ian Wicks	Co-Opted	18 Sep 2012	17 Sep 2016	Chair of Finance & Premises

## Appendix B

Full Governing Board Meetings							
	26/9/16	9/11/16	23/1/17	20/3/17	16/5/17	5/6/17	26/6/17
Neil Aylott	X	✓	✓	✓	✓	✓	X
Ashley Best-White	✓	✓	✓	✓	✓	✓	✓
Daniel Butler	✓	✓	X	X	✓	✓	✓
Kate Connelly	✓	✓	✓	✓	✓	✓	X
Cathy Fiddy	X	✓	X	✓	X	✓	✓
Liz Howe	X	✓	✓	✓	✓	✓	✓
Terrence Isaac Griffiths	X	✓	X	✓	✓	✓	X
Nick Johnson	✓	X	X	✓	✓	✓	X
Judy Leggett	✓	X	✓	✓	✓	✓	✓
Sylvia Mak	✓	✓	✓	✓	✓	✓	✓
Marian McKee	✓	✓	✓	✓	✓	✓	✓
Nicky Pellatt	✓	✓	✓	✓	✓	✓	✓
Rebekah Quiles	X	X	✓	X	X	✓	X
Alison Randall	✓	X	X	X	X	X	-----
Martin Reeve	X	X	-----	-----	-----	-----	-----
Daniel Richmond	✓	X	✓	✓	✓	✓	X
Robert Wagstaff	X	✓	✓	✓	✓	✓	✓
Ian Wicks	X	✓	✓	✓	✓	✓	✓

<b>Finance and Premises Committee</b>						
	17/10/16	21/11/16	30/1/17	15/3/17	16/5/17	26/6/17
Neil Aylott	✓	✓	✓	✓	✓	X
Ashley Best-White	✓	✓	X	✓	✓	✓
Daniel Butler	✓	✓	✓	✓	✓	✓
Liz Howe	X	✓	✓	✓	✓	✓
Judy Leggett	X	X	X	X	X	✓
Sylvia Mak	✓	✓	✓	✓	X	✓
Marian McKee	✓	✓	✓	✓	✓	✓
Nicky Pellatt	✓	✓	✓	✓	✓	✓
Robert Wagstaff	✓	✓	X	X	✓	✓
Ian Wicks	✓	✓	✓	✓	✓	✓

<b>Joint Curriculum, Personnel and Safeguarding</b>				
	6/10/16	27/2/17	24/4/17	6/7/17
Ashley Best-White	✓	✓	✓	✓
Kate Connelly	✓	✓	✓	✓
Liz Howe	X	X	✓	✓
Nick Johnson	✓	X	✓	✓
Judy Leggett	X	✓	✓	✓
Sylvia Mak	✓	X	✓	✓
Nicky Pellatt	✓	✓	✓	✓
Alison Randall	✓	✓	X	-----
Martin Reeve	✓	X	-----	-----
Daniel Richmond	✓	X	✓	✓