

Meadowfield School Governing Body

The Governors of Meadowfield School work closely with the Senior Leadership Team and staff to uphold the School Ethos and Values and ensure that every young person has the best individual learning opportunity and is able to maximise their development and progress to lead the fullest possible adult life.

The role of the Governors is a strategic one in the development of the school, with day to day management and operational issues delegated to the Senior Leadership Team.

The three core responsibilities of the Governing Body are:

- to hold the Principal and Executive Principal to account for the educational performance of the school and its pupils,
- ensure clarity of the school's vision, ethos, values and strategic direction, and
- to oversee the financial performance of the school ensuring its money is well spent.

Additionally, the Governing Body maintains a high focus on Safeguarding and Child Protection in line with DfE guidance "Keeping Children Safe in Education", with Safeguarding being a standing agenda item at every Full Governing Body meeting.

Our Governing Body Constitution currently consists of 14 Governors:

- 1 Headteacher
- 1 Staff Governor, elected by staff
- 1 Local Authority Governor, appointed by the Governing Body
- 2 Parent Governors, elected by parents
- 7 Co-opted Governors, appointed by the Governing Body
- 2 Foundation Governors, appointed by the Governing Body.

We operate a Teams system: Wellbeing & Preparation for Adulthood, Teaching & Outcomes and Business Services (incorporating all matters relating to Human Resources, Finance, Premises, Health & Safety and ICT). All Governors attend Full Governing Body meetings and every Governor is a member of at least one Team, although all Governors may join any Team meeting regardless of membership. Every meeting is minuted by our Clerk and these minutes, minus any confidential discussions, are available to parents and stakeholders on request once agreed and signed.

Our current Governors are as follows:

Principal:	Mrs A Howe
Staff Governor:	Miss D Simms
Parent Governors:	Mrs A Sequeira Mr D Brothers
Co-Opted Governors:	Mrs O Agunbiade Mr T Mercer Mrs P Neaves <i>Vacancy</i> <i>Vacancy</i> <i>Vacancy</i>
Foundation Governors:	Mrs R Kane Mrs L Candy
Local Authority Governor:	Mr R Hawes
Associate Members:	Mrs B Singh (Business Services Team) Ms J Palmer (All Teams) Mrs E Hymus (Wellbeing & Preparation for Adulthood Team) Mr J White (Teaching & Outcomes Team)
Chair of Governors	Mrs R Kane
Vice Chair of Governors	Mrs L Candy
Clerk to the Governors	Mrs K Wilson

In addition to their membership of one of the Governing Body Teams, some Governors have specific roles and responsibilities as follows:

Safeguarding	Miss D Simms & Mr R Hawes
SEN	Mrs L Candy
Children in Care	Mrs L Candy & Mr T Mercer
Attendance	Miss D Simms
Whole School Curriculum	Mrs A Sequeira
Post 16 / Careers / PSHE	Mrs R Kane
Governor Training & Development	Mrs K Wilson
Health & Safety	Mr D Brothers & Mrs L Candy
Finance	Mrs O Agunbiade
School Improvement/Self Evaluation	Mrs R Kane
Sport/PE	Mr T Mercer
HR/ICT/Website	Mrs P Neaves

Our Impact

At the onset of the COVID-19 pandemic it became necessary to adapt in order to comply with national restrictions and from March 2020 our meetings were conducted virtually via Teams; Governor attendance was exceptional, with all Governors making a huge effort to continue to prioritise school business from their homes. With restrictions lifted and life returning to pre-pandemic conditions, we continue to embrace technology and hold blended meetings, offering the opportunity for Governors to attend meetings virtually as well as in person; Governor attendance at meetings has remained excellent as Governors are able to join meetings which they may not previously have been able to. Furthermore, we have been in the fortunate position of being able to recruit Governors from further afield by offering the option of blended meetings. The Governing Body has continued to meet according to our agreed schedule to fulfil our statutory duties and are proud to have achieved many of our objectives in spite of the challenges, in particular:

- Strengthening the effectiveness of the Governing Body in a focused recruitment of new Governors with the appropriate skills to provide effective support and challenge to the school leadership team.
- Active involvement in every aspect of school business, including rigorous monitoring of progress towards targets on the schools' Strategic Improvement Plan and statutory monitoring of the schools' budget.
- Governors keep a strong focus on wellbeing for staff and pupils – ever mindful of the continuing, long-term effects the pandemic may have on mental health.
- A regular review of our Governor Code of Conduct and Standing Orders to emphasise the importance of the role of the Governing Body in holding school leaders to account.
- Attending regular training opportunities offered by the Local Authority as well as in-school sessions to extend our skill set and knowledge of new legislation and statutory duties.
- Regular attendance at KSENT meetings to maintain collaborative working within the Trust.

Our Priorities for this Year

In the forthcoming academic year, we will continue to focus on ensuring compliance with the three core responsibilities of the Governing Body (as detailed above) and work towards achieving the targets on our Action Plan, with a particular focus on:

Holding the Principal and Executive Principal to account for the educational performance of the school and its pupils:

- Staying up to date and understanding changes to the Ofsted Inspection Framework.
- Maintaining our Outstanding status and continuing to build on our outstanding practice.
- Regularly reviewing schools' Safeguarding procedures and reporting; ensuring compliance with new and developing initiatives as well as established practices.
- Continuing to monitor progress towards targets on the school's Strategic Improvement Plan by scrutinising evidence showing progress and noting key successes or areas for development, including inviting key staff members to attend meetings and report to Governors.
- Maintaining an oversight of Post 16 and Careers education, ensuring all pupils have access to the appropriate guidance and work experience opportunities.
- Monitoring and overseeing the expansion of the school in terms of pupil numbers and the necessary building works and satellite provisions to accommodate our growing roll.

- Staying up to date with ongoing, and future, Local Authority consultations and reviews, acting appropriately to prepare for the impact of these proposals and responding accordingly when the opportunity permits. Current consultations include the Special Schools Review, the Specialist Teaching & Learning Service and Early Years.
- Extending our commitment to the KSENT Trust and working collaboratively with colleagues from other member schools to share good practice and expertise.
- Continuing to develop Governor training opportunities and sharing expertise and best practice with colleagues from other KSENT schools.

Ensuring clarity of the school’s vision, ethos, values and strategic direction:

- Supporting everyone in the school community, including those who may be suffering the long-term effects of the COVID pandemic and keeping up to date with the ongoing UK Covid-19 Study and the impact on children born during the lockdown.
- Overseeing the safety and wellbeing of our pupils and staff.
- Developing and maintaining a good relationship within the community.
- Promoting and offering the hire of school premises to local community initiatives.
- Monitoring attendance, with a link Governor working closely with the Principal.
- Ensuring all school policies are reviewed and updated and involving parents for their input when appropriate.
- Ensuring Governance is Outstanding by extending our commitment to Governor training to increase the skills of our Governors enabling them to carry out their role effectively.
- Ensuring our website meets statutory requirements and appointing a designated Governor to oversee and monitor this.

Overseeing the financial performance of the school, ensuring its money is well spent:

- Monitoring the school’s budget six times per academic year and holding the Director of Finance and Business Services to account for any variances.
- Ensuring financial compliance by keeping abreast of changes to funding arrangements.
- Reviewing and approving requests for expenditure in accordance with the School’s Finance Policy and ensuring best value by scrutinising quotations and procurement reports presented by the Director of Finance and Business Services.

We always welcome suggestions, feedback and ideas from parents and stakeholders. Please contact the Chair of Governors, via the Clerk to the Governors at clerktogovernors@meadowfield.kent.sch.uk, if you would like to discuss anything relating to Governance at Meadowfield School.