FOREST ACADEMY

Governance Statement

In accordance with the Government’s requirement for all governing bodies, the core strategic functions of the Forest Academy Governing Body are to:

• Ensure clarity of vision, ethos and strategic direction;

• Hold the Headteachers to account for the educational performance of the school;

• Oversee the financial performance of the school, ensuring value for money;

• Promote the highest possible standards for Safeguarding.

Governance Arrangements

The Governing Body (GB) is made up of:

• Parent Governors (Elected by parents)

• Community Governors (Appointed by the GB to reflect the local community)

• Staff Governors (Elected by the staff)

• The Headteachers

The Governing Body goes through an annual exercise to make sure it has people with the right skills to carry out its responsibilities. Individual Governors take on responsibilities for specific areas of the GB’s work (e.g. Special Educational Needs, Health and Safety, Safeguarding) and all governors undertake training. The Governing Body subscribes to the training programme offered by Suffolk County Council and undertakes training from external providers. Succession planning is an important consideration. (See Appendix One for a list of current Governors, their specific responsibilities and details of their terms of office)

The full Governing Body meets once a term and has a number of sub-committees:

Finance

Premises;

Quality of Teaching and Learning and Assessment of Pupils (QTLAP);

Leadership and Management;

Ethos and Pupil Welfare;

EYFS.

Attendance record of Governors

We have never cancelled a meeting because it was not ‘quorate’ (the number of Governors needed to ensure that decisions are legal) and Governors make frequent visits to the school. Monitoring reports are shared with all Governors and discussed at meetings. All meetings are planned well in advance to ensure good attendance. (See Appendix Two for details of meeting to be held in 2015/16)

What the Governors have been doing

It has been a busy year for the Governing Body. Along with the Headteachers, we have set high standards for the school and want to see every pupil achieve their full potential. The QTLAP Committee keeps a very close eye on standards in each class and has spent a considerable amount of time ensuring that pupils are making good progress. The school has been working closely with Elveden C of E Primary Academy to develop a new curriculum for the two schools to follow, in line with new government policy. The QTLAP Committee has been monitoring progress on this important development with regards to ‘life after levels’ as well as ensuring that Forest Academy makes the best possible use of the Pupil Premium and that the needs of our pupils with special educational needs are being met. The Finance and Premises Committee look at the finances of the school as well as the maintenance and development of the school buildings and grounds.

The Leadership and Management Committee is responsible for staffing at the school and for making sure that we meet our legal responsibilities as an employer. We welcome suggestions, feedback and ideas from parents. For more information please contact our Chair, Paul Brooks, through the school office and more information can be found on the Governors section on the school website.

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| **Name** | **Joint GB Oct' 14** | **Joint GB Nov' 14** | **Joint GB Jan' 15** | **Joint GB May 15** | **Total** |
| **Paul Brooks** | **x** | **x** | **x** | **x** | **4/4** |
| **Jayne Jones** | **x** | **x** | **x** | **x** | **4/4** |
| **Lorna Rourke** | **x** | **x** | **x** | **x** | **4/4** |
| **April Grimes** | **x** | **x** | **x** | **x** | **4/4** |
| **Tracey Branch** | **x** | **0** | **x** | **x** | **3/4** |
| **Hayley Muteham** | **x** | **x** | **x** | **0** | **3/4** |
| **Claire Goldstone** | **x** | **x** | **x** | **x** | **4/4** |
| **Elisabeth Peck** | **x** | **x** | **x** | **x** | **4/4** |
| **Mary Andrew** | **x** | **x** | **x** | **x** | **4/4** |
| **Mary Pritchard** | **#** | **#** | **x** | **x** | **2/2** |

**Appendix 1 Attendance 2014/15:**

**Members:**

1. **Paul Brooks – Chair**
2. **Mary Pritchard**
3. **Mary Andrew**

* **Right to appoint new Members by unanimous vote**
* **Right to remove Members by unanimous vote**
* **Right to Alter Articles as necessary with the consent of the Secretary of State**
* **Right to appoint Trustee directors**

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| **Name** | **Member/ Director** | **Date Appointed** | **Re-appointed** | **Date Resigned/term of office ended** |  | **Pecuniary Interest** |
| **Paul Brooks** | **M D** | **11/09/2010** | **12/09/2014** |  | **LA** | **None** |
| **April Grimes** | **D** | **20/01/2011** | **21/01/2015** |  | **Ex Officio** | **None** |
| **Jayne Jones** | **D** | **20/01/2011** | **21/01/2015** |  | **Staff** | **None** |
| **Elisabeth Peck** | **D** | **19/01/2011** | **20/01/2015** |  |  | **None** |
| **Mary Pritchard** | **MD** | **08/10/2011** | **01/10/2013** |  | **Community** | **None** |
| **Claire Goldstone** | **D** | **20/05/2013** |  |  | **Parent** | **None** |
| **Hayley Muteham** | **D** | **04/09/2013** |  | **18/11/2015** | **Parent** | **None** |
| **Tracey Branch** | **D** | **04/09/2013** |  |  | **Parent** | **None** |
| **Lorna Rourke** | **D** | **01/09/2012** | **01/09/2016** |  | **Ex Officio** | **None** |
| **Mary Andrew** | **MD** | **19/05/2014** |  |  | **Community** | **None** |

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| **Name** | **Quality of Teaching and Learning and Assessment of Pupils** | | | | | **Finance** | | | | | | | **Leadership and Management** | | | | |  |  |  |
|  | **PB; LR; AG; MP; CG; TB; MA** | | | | | **PB; LR; AG; TB; MA; EP** | | | | | | | **Full GB Body** | | | | |  |  |  |
|  | 01/02/2016 | 09/05/2016 | | 18/07/16 | | 23/11/15 | | 22/02/2016 | | | 13/06/2016 | | 19/10/15 | | 29/02/16 | 16/05/16 | |  |  |  |
| April Grimes | X | X | | Impact Report | | X | | X | | | X | | x | | X | x | |  |  |  |
| Claire Goldstone |  | X | | Impact Report | | X | |  | | |  | | x | | X | X | |  |  |  |
| Deirdre Kane |  |  | |  | | X | |  | | |  | |  | |  | X | |  |  |  |
| Elisabeth Peck |  |  | |  | | X | | X | | | X | | x | | X | X | |  |  |  |
| Gordon Hodgkinson |  |  | |  | | X | |  | | |  | | x | | X | X | |  |  |  |
| Janice Flack |  |  | |  | | Apologies | |  | | |  | | x | |  |  | |  |  |  |
| Jayne Jones |  |  | |  | | Apologies | |  | | |  | | x | | X | X | |  |  |  |
| Lorna Rourke | X | X | | Impact Report | | X | | X | | | X | | x | | X | X | |  |  | Forest |
| Mary Andrew |  | X | | Impact Report | | X | | X | | | X | | x | |  | X | |  |  |  |
| Mary Pritchard | X | X | | Impact Report | | X | |  | | |  | | x | | X | X | |  |  | Elveden |
| Paul Brooks | x | X | | Impact Report | | X | | X | | | X | | x | | X | X | |  |  |  |
| Tracey Branch |  | X | | Impact Report | | Apologies | | x | | | X | | x | | X |  | |  |  | Joint |
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| Clare Watson |  |  | |  | |  | |  | | |  | |  | |  |  | |  |  |  |
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|  | **Ethos and Pupil Welfare** | | | | | | | **Premises** | | | | | **EYFS** | | | | |  |  |  |
|  | **JJ; PB; AG; LR; EP; JF** | | | | | | | **PB; LR; AG; TB; MP** | | | | | **PB; LR; AG; JJ; CG** | | | | |  |  |  |
|  | 01/10/15 | | 16/11/15 | | 19/01/16 | | 25/04/16 | 09/11/15 | | 11/01/16 | | 18/04/16 | 14/12/15 | 14/03/16 | | | 13/06/16 |  |  |  |
| April Grimes | x | | x | | X | | x | x | | x | | x |  |  | | | X |  |  |  |
| Claire Goldstone |  | |  | |  | |  |  | |  | |  |  |  | | | X |  |  |  |
| Deirdre Kane |  | |  | |  | |  | x | | X | | X |  |  | | |  |  |  |  |
| Elisabeth Peck | Apologies | | Apologies | | Apologies | |  |  | |  | |  |  |  | | |  |  |  |  |
| Gordon Hodgkinson |  | |  | |  | |  |  | |  | |  |  |  | | |  |  |  |  |
| Janice Flack | x | | x | | x | | X |  | |  | |  |  |  | | |  |  |  |  |
| Jayne Jones | Apologies | | x | | X | | X |  | |  | |  |  |  | | | X |  |  |  |
| Lorna Rourke | x | | x | | X | | X | x | | X | | X |  |  | | | X |  |  |  |
| Mary Andrew |  | |  | |  | |  |  | |  | |  |  |  | | |  |  |  |  |
| Mary Pritchard |  | |  | |  | |  | x | | X | | X |  |  | | |  |  |  |  |
| Paul Brooks | x | | x | | X | | x | x | | X | | X |  |  | | | x |  |  |  |
| Tracey Branch |  | |  | |  | |  | x | | x | | X |  |  | | |  |  |  |  |
|  |  | |  | |  | |  |  | |  | |  |  |  | | |  |  |  |  |
| Clare Watson |  | |  | |  | |  |  | |  | |  |  |  | | |  |  |  |  |