

# MILFORD PRIMARY SCHOOL



## Annual Governance Statement for the Governing Board of Milford Primary School September 2024

In accordance with the Government's requirement for all governing bodies, the four core strategic functions of Milford Primary School Governing Board are:

- **Core Area 1: Ensuring clarity of vision, ethos, and strategic direction**
- **Core Area 2: Holding the Head Teacher to account for the educational performance of the school and its pupils**
- **Core Area 3: Overseeing the financial performance of the school and making sure its money is well spent**
- **Core Area 4: Effective Governance Practice**

### **Governance arrangements**

The instrument of Government for Milford Primary School is -

- (1) The name of the school is Milford Primary School.
- (2) The school is a Community school.
- (3) The name of the governing body is "The governing body of Milford Primary School".
- (4) The governing body shall consist of -
  - a. 2 parent governors (elected)

- b. 1 Local Authority governor (nominated)
  - c. 1 staff governor (elected)
  - d. 1 Headteacher (de facto)
  - e. 6 co-opted governors (nominated)
- (5) Total number of governors is 11.
- (6) The term of office of all governors is 4 years.
- (7) This Instrument of Government comes into effect on the day of making, replacing the Instrument of Government made on 26 February 2020.
- (8) This Instrument was made by order of Derbyshire Local Authority on 15 February 2021.
- (9) A copy of the Instrument of Government must be supplied to every member of the governing body (and the Headteacher if not a governor).

#### **To be an effective governor**

#### **GOVERNOR MEETING DATES FOR 2024-2025**

All Full Governing Board, Curriculum Committee, and Resource Management Committee meetings will be held on Tuesday evenings.

The Full Governing Board meetings will be held in school whilst committee meetings will be held virtually.

The Full Governing Board and Resource Management Committee meetings will start at 6.30 pm (unless otherwise advised), and Curriculum and Policy Committee Meetings will start at 5.00 pm (unless otherwise advised).

#### **FULL GOVERNING BOARD**

##### **2024 - 2025**

17 September 2024

3 December 2024

1 April 2025

8 July 2025

#### **RESOURCES COMMITTEE**

##### **2024-2025**

19 November 2024

18 March 2025

17 June 2025

## **CURRICULUM COMMITTEE**

### **2024-2025**

8 October 2024

21 January 2025

## **Attendance Record of Governors**

A record is kept by the clerk to the Governing Body of governors' attendance at meetings, details of attendance can be found on the attached spreadsheet. Meetings need to be 'quorate' to ensure that decisions can be made.

## **The work we have done on our committees and in the Governing Body meetings**

The Governing Board of Milford Primary School has agreed Terms of Reference for the Full Board and each of the committees at the beginning of the academic year. Governors have signed a Code of Conduct, established on the Nolan Principles of Public Life. It is expected that a governor will be a member of one of at least one of the committees of the full board but also there are specific areas of responsibility identified including the Safeguarding Governor, the Anti-bullying Governor, responsibility for reporting on and monitoring the spending of Pupil Premium, individual areas of the curriculum such as Maths Governor, English & Arts Governor, Science Governor and the Early Years Foundation Stage. There is a Link Governor for Special Needs, for Health & safety, and for After School/Breakfast Club. Identifying these areas of responsibility enables the Board to ensure that they fulfil their role as supporting and challenging the delivery of the school's curriculum and make best use of the budget and all resources within the school.

## **Strategic Planning for the future**

The Governors' Strategic Vision Statement is published as a separate document. The objectives of the Governing Board for 2024 - 2025 are –

### **Leadership**

- to hold the Head Teacher to account at the Full Governing Board meetings of which there are five every year;
- to ensure a smooth transition for the new Head Teacher; and

- to review the structure of leadership in the school and secure a new and effective leadership team.

### Safeguarding

- preparing for and responding to Covid 19, and any other critical incident, both in the short- and the long-term;
- improving the resilience of the school in these difficult circumstances; and
- preparing for any other outbreaks which may impact educational provision for our pupils.
- Scenario planning within staff meetings /FGBs

### Partnership and Collaboration

- developing and contributing to the work of the Belper Cluster of Schools;
- understanding and reviewing academisation and its implications for the school; and
- improving links with the community and local businesses.
- fundraising and an effective PTA contributing to the school and its wider activities.

### Pupil Achievement

- ensuring that all pupils are given the best opportunity to achieve their potential, including artistic and sporting achievement, educational achievement, community involvement, and developing good citizenship and British and cultural values and understanding; and
- ensuring that pupils are given the opportunity to contribute to the mission and vision statements of the school along with the School Improvement Plan (SIP).

### Finance

- money is spent responsibly and for the support and achievement of the pupils.

## How to contact your Governing Body

The role of Acting Chair of Governors is undertaken by Charles Burrell.

He can be contacted through the school –

Chevin Road  
Milford  
Belper  
Derbyshire  
DE56 0QH

Telephone: 01332 841316

Email: [c.burrell@milford.derbyshire.sch.uk](mailto:c.burrell@milford.derbyshire.sch.uk)

Information about the School's Governing Board is available on the governors' page of the school's website

## The Milford Primary School Governing Body Membership

<b>Governor</b>	<b>Category</b>	<b>Term of office - expiry date</b>	<b>Declaration of Interests</b>
Charles Burrell	Co-opted	October 2026	None
Stevie Barker	Co-opted	September 2026	None
David Stevenson	Local Authority	October 2025	None
Emma Roberts	Head Teacher	N/A	None
Dave Butters	Co-opted	September 2027	None
Rachel Jones	Staff	August 2025	None
Vicki Dudley	Co-opted	September 2026	None
Kathryn Taylour	Co-opted	September 2026	None
Naomi Smyth	Parent	July 2027	None
Elizabeth Moriarty	Parent	July 2027	None
Vacancy			