



# Annual Governance Statement for The Governing Body of Tow Law Millennium Primary School November 2024



## **School Aims**

Tow Law Millennium Primary School is passionate about learning and strives to instil in our young people a love and excitement for learning which stays with them for the rest of their lives.

Our vision for high quality education is to provide a happy, caring, stimulating environment in which children demonstrate positive behaviour and strive to achieve their full potential academically, culturally and socially. This involves working with parents and carers to encourage the children to be the best citizens they can possibly be.

We promote high achievement and a love of learning so each and every child can build a successful future and we feel this is articulated through our Vision and Statement of Aims by:

- Creating a safe, secure, happy, stimulating, well-disciplined and purposeful environment where children enjoy their learning, enabling them to become independent, confident and enquiring learners;
- Developing confidence, motivation and a desire to learn;
- Meeting the individual needs of each and every child;
- Planning and delivering a wide range of creative, challenging and effective learning opportunities;
- Effective target setting and monitoring process to evaluate teaching and learning and support the achievement of high standards;
- Promoting local, national and international links to develop understanding and respect of our diverse world;
- Valuing each child and encouraging them to respect and value themselves and others in the community, forming positive attitudes and developing a sense of right and wrong, good behaviour, consideration for others and care of the environment;
- Providing children with opportunities for a rich variety of learning experiences, enabling children to develop the powers of imagination, creativity and self-expression;
- Working jointly with parents and guardians to maximise their child's achievements;
- Meeting all statutory requirements of the National Curriculum September 2014;
- Providing a broad and balanced curriculum with an emphasis on Literacy and Numeracy embedded in all aspects of the curriculum;
- Extending pupils' understanding of the cultural diversity of modern British society and promoting British values.

Our overarching aim is to develop the 'whole child' as an individual, who will leave our school with the skills and qualities needed to become a responsible global citizen in an ever changing world.

The Governing Body of Tow Law Millennium Primary School has a strong focus on its three core strategic functions:

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, and the performance management of staff; and
3. Overseeing the financial performance of the school and making sure its money is well spent.

<b>Governance arrangements</b>	<p>Following its reconstitution in the Summer of 2019 the Governing Body of Tow Law Millennium Primary School was made up of:</p> <ul style="list-style-type: none"> <li>• Headteacher</li> <li>• 1x staff</li> <li>• 1x Local Authority</li> <li>• 2x parents</li> <li>• 5x co-opted</li> <li>• 1x Associate</li> </ul> <p>Governors have a 4 year term of office.</p> <p>Co-opted Governors are appointed by the Governing Body and are people who, in the opinion of the Governing Body, have the skills required to contribute to the effective governance and success of the school. Currently our Governing Body is advertising for a Co-opted Governor.</p> <p>The full Governing Body meets once each half term (6x per year) and we also have a number of committees to consider different aspects of the school; for example, the Finance Committee whose job it is to, in conjunction with the Headteacher, draft and propose the first formal budget plan of the financial year for approval by the full Governing Body, ensure that priorities detailed within the School Improvement Plan are appropriately costed and are reflected in the annual budget and review, monitor the budget position and, most importantly, ensure the school operates within the financial regulations of the Local Authority and the requirements of the DfE Schools Financial Value Standard (SFVS). The school is regularly audited by the LA. Our last full financial audit took place in 18 January 2022.</p> <p>The Pay Review Committee;</p> <ul style="list-style-type: none"> <li>• annually agree the Teachers' Pay Policy and act in accordance with it, considering any requests made in accordance with personnel policies e.g. flexible working, leave of absence etc. (unless delegated to the Headteacher),</li> <li>• make any decisions under the personnel procedures adopted by the Governing Body e.g. disciplinary, grievance, ill-health, capability etc (unless delegated to the Headteacher)</li> <li>• deal with matters relating to staffing reductions.</li> </ul> <p>The Performance Management Committee;</p> <ul style="list-style-type: none"> <li>• meet, with the support of the local authority SLA, to set Headteacher's annual performance objectives</li> <li>• monitor throughout the year the performance of the Headteacher against agreed performance objectives</li> <li>• make recommendations to the First/Pay Review Committee in respect of the Headteacher's annual pay progression.</li> </ul> <p>We also have committees that meet if required to consider pupil discipline and staffing matters as well as Working Parties. For the majority of Governors, attendance at meetings is good. There are genuine reasons for all non-attendance as Governors take their role very seriously 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 is 3 on committees and 5 for a full Governing Body Meeting).</p>
<b>Key Issues faced and addressed by the Governing Body</b>	<p>The Headteacher provides regular updates on all areas of safeguarding and the Chair of Governors is a member of the Safeguarding Group. This consists of parents, staff, pupils and community members and meets termly.</p> <p>Wellbeing of pupils and staff is a key focus and forms a significant part of the school improvement plan. This was recognised when we were awarded the Wellbeing Award for Schools in December 2021. This includes the creation of a</p>

	<p>staff 'Change Team' and pupil 'Wellbeing Champions'. We achieved the 'Inclusion Quality Mark' in summer 2022 and are working towards achieving 'Centre for Excellence'. We recently had our IQM Centre of Excellence review and it was very positive.</p> <p>As Governors we are proud to say that in January 2021 the school was awarded the Educate and Celebrate Gold Award which was presented at the 'Educate and Celebrate Best Practice Conference' in July 2021. Invitation to this conference demonstrated that the schools' work in developing pupils' character is exemplary.</p> <p>At the first summer term meeting, Governors approved the 2024/2025 Budget Plan which enables us to run with 4 classes as follows: N/Rec/, Y1/Y2, Y3/Y4, Y5/Y6. In addition we have a 16 place nursery.</p> <p>We canvased opinion / need for a breakfast club in summer 2022 and the results were strongly in favour. Our breakfast club started in September 2024 and in September 2025 we are looking to expand this to include nursery age pupils.</p> <p>In the second half summer term, the Finance Committee concentrated on the Notional SEN allocation, Pupil Premium, Early Years Pupil Premium and School Sports Premium and throughout the year will continue to closely monitor the budget.</p> <p>Minutes of the Governing Body and Committee meetings are public documents once they have been approved by Governors and you can ask at the School Office if you would like to see any of the minutes of our meetings.</p>
<b>Review of effectiveness</b>	<p>A full governor audit was commissioned by the school and completed on 9 December 2019. This was undertaken with the Local Authority and sits alongside the internal Governor skills audit undertaken during last year. This ensures we are focusing on the right areas, have the right skills of people on the governors and work as a forward thinking team.</p>
<b>Assessment of Impact</b>	<p>In the Summer term 2024 the Governing Body endorsed the SIP and the key performance indicators for 2024-2025 were:</p> <p style="text-align: center;"><b>Section 1: Outcomes for children and learners</b></p> <p><b>To further develop a broad and balanced curriculum to all pupils in school, including clear assessment.</b> (Ofsted)</p> <p>1a: To continue the three-year curriculum development plan focusing on History.  1b: Revisit PSHE following RSE Gov consultation July 2024  1c: To implement assessments for Geography and History.  1d: Computing Quality Mark</p> <p style="text-align: center;"><b>Section 2: Outcomes for children and learners</b></p> <p>Progress of targeted group from summer 2024 (Y2) in writing and GPS</p> <p style="text-align: center;"><b>Section 3: Personal development, behaviour and welfare</b></p> <p style="text-align: center;"><b>Monitoring / well being</b></p> <p style="text-align: center;"><b>Section 4: The effectiveness of leadership and management</b></p> <p>To improve attendance specifically in relation to PA.</p>
<b>Data Protection</b>	<p>Our Data Protection Policy is reviewed annually in line with guidance from the LA. It is the responsibility of the HT and Governing Body for data protection and for the appointment of a Data Protection Officer. Our DPO is Nicola Mawson. In accordance with the ICO, as a minimum, her role includes:</p> <ul style="list-style-type: none"> <li>• To inform and advise the organisation and its employees about their obligations to comply with the GDPR and other data protection laws</li> <li>• To monitor compliance with the GDPR and other data protection laws, including managing internal data protection activities, advise on data protection impact assessments; train staff and conduct internal audits</li> <li>• To be the first point of contact for supervisory authorities and for individuals whose data is processed (employees, customers etc)</li> </ul>

<b>School Security</b>	<ul style="list-style-type: none"> <li>The Governors recognise and accept their corporate responsibility to provide a safe and secure environment for children, employees and visitors to Tow Law Millennium Primary School. The school's security procedures operate within the framework described in the current version of the Tow Law Millennium Primary School Security Policy and Procedures which is reviewed annually and can be found on the school website.</li> </ul>
<b>Future plans for the Governing Body</b>	<ul style="list-style-type: none"> <li>Improve commitment to the Governing Body through better attendance at meetings: over 95% to ensure categorised as excellent. Record it on the website.</li> <li>Build on the outcome of the recent Parent/carers, Pupil and Staff questionnaires. To listen to all stakeholders and make sure all lines of communication remain open.</li> <li>To increase our offer to the school community and look at ways of expanding the use of the school.</li> </ul>
<b>Contact Details</b>	<p>The Governing Body welcomes suggestions, feedback and ideas from parents/carers. Please contact the Chair of Governors, Lisa Croft, c/o the School Office.</p> <p>You can see the full list of Governors on the Governor page of the school website.</p> <p><a href="http://www.towlaw.durham.sch.uk">www.towlaw.durham.sch.uk</a></p>

