

GRASMERE ACADEMY GOVERNING BODY ANNUAL REPORT FOR 2018/19

CONTEXT

Grasmere Academy is a company limited by guarantee and was incorporated on 5 July 2012. The Governors (who are Trustees under the Charities Act 2011 and Directors under the Companies Act 2006) annually publish a report together with the financial statements and auditor's report of the Charitable Company.

The Governing body operates in accordance with its Memorandum and Articles of Association, as well as within a broader legal and regulatory framework, adhering to, for example, its Funding Agreement with the Department for Education and the Education Funding Agency's Academies Financial Handbook.

The Academy has a detailed system of delegation of responsibilities which is agreed annually by the full Governing body. It has an approved Code of Conduct and Standing Orders as well as terms of reference for its committees.

The Governing body has three core strategic functions as follows:

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

GOVERNANCE PERFORMANCE

Governing body

The Governing body of Grasmere Academy is made up of the following:

- 3 Co-opted Governors
- 3 Community Governors
- 3 Founding Governors
- The Headteacher
- 1 Local Authority Governor
- 3 Parent Governors
- 1 Staff Governor

A list of Governors and their roles is attached as Appendix 1 of this report. Meetings are held twice per term with additional meetings if required.

Committees

There are three sub committees which consider different aspects of the school:

- Finance, Staffing & Premises (which meets twice termly)
- Ethos and Health & Safety (which meets termly)
- Quality (which meets termly)

Each Committee has detailed terms of reference which are reviewed annually. The Committees list for 2018/19 is attached as Appendix 2.

There are also Committees that meet as and when required during the academic year:

- Admissions
- Pupil/Staff Discipline
- Performance Management
- Appeals

Attendance Record of Governors

Meetings have to be attended by a minimum number of governors to ensure that decisions are legally binding. The Governors' attendance record for 2018/19 is attached as Appendix 3.

EFFECTIVENESS

Throughout the year the Governing body has focused on improving governance and school improvement and has carried out the following activities:

Continued Executive Headship at Stephenson Memorial Primary School and Joint Quality Committee arrangements

The Headteacher continued her Executive Headship role with responsibility for both Grasmere Academy and Stephenson Memorial Primary School. Seeing the benefits of shared good practice, both schools agreed joint Quality Committee meetings would be beneficial.

Governing body Self-Evaluation

The Governing body carried out self-evaluation in the Summer term using the All Party Parliamentary Group on Education Governance and Leadership's *Twenty key questions every governing board should ask itself*. An action plan was produced to take forward into next academic year.

Governor Skills Audit

Governors used the results from its latest skills audit to help to identify new governors with the right skills and expertise and recruited three Co-opted Governors and one Parent governor during the academic year.

New Governor Induction Programme

The Clerk provided induction training for all of the new Governors during the academic year.

Prospective Governor Information Sheet

In line with the Statutory Guidance on the Constitution of Governing bodies the Governing body uses an information sheet for prospective governors to help them to understand clearly the role of a governor. This was used during the election of a Parent Governor in the Summer term.

Consideration of the school's key priorities

At each meeting during the academic year Governors received a presentation from members of staff on one of the school's key priorities. Governors used these presentations to monitor progress with the priorities and to challenge as appropriate.

**GRASMERE ACADEMY
GOVERNING BODY MEMBERSHIP FOR 2018/19**

GOVERNOR	CATEGORY
Mrs Lynn Goossens (Chair of Governors)	Co-opted Governor
*Dr Anu Pama Sethi	Co-opted Governor
*Ms Paula McCormack	Co-opted Governor
Mr David Richardson (Vice Chair of Governors)	Community Governor
Mr David Hodgson	Founding Governor
Mr David Baldwin	Founding Governor
Mrs Kerry Lilico	Headteacher
Mr Kevin Burns	Local Authority
Mr Richard Stevenson	Parent
Mrs Louisa Stevenson	Parent
Mrs Jackie Lackenby	Parent
Ms Hannah Girvan	Staff

*Dr Sethi resigned on 25/09/18

*Ms McCormack resigned on 27/11/18

1 Community Governor vacancy all academic year

**GRASMERE ACADEMY
COMMITTEES LIST FOR 2018/19**

Finance, Staffing & Premises David Richardson (Community) Chair David Hodgson (Founding) Lynn Goossens (Co-opted) Anu Sethi (Co-opted) Louisa Stevenson (Parent) Kerry Lilico (Headteacher) <i>(NB: Staff Governors to withdraw for pay and appraisal issues. Responsible Officer cannot be a member)</i>	Quality Lynn Goossens (Co-opted) David Baldwin (Founding) Kevin Burns (Local Authority) Jackie Lackenby (Parent) Kerry Lilico (Headteacher)
Ethos and Health & Safety Richard Stevenson (Parent) Louisa Stevenson (Parent) Jackie Lackenby (Parent) Hannah Girvan (Staff) Kerry Lilico (Headteacher)	Performance Management Lynn Goossens (Co-opted) David Hodgson (Founding) David Richardson (Community)
Pupil Discipline Lynn Goossens (Co-opted) David Hodgson (Founding) x 1 Governor <i>(NB: Headteacher can't be a member and other members should withdraw if they have an interest to declare)</i>	Admissions Lynn Goossens (Co-opted) David Hodgson (Founding) Kerry Lilico (Headteacher)
Governors/Headteacher with delegated responsibility for Staff Dismissal Governors to be drawn from Staffing, Finance & Premises Committee where possible <i>(NB: Not the Headteacher when he/she is the subject of disciplinary procedures. Staff Governors can't be appointed to Staff Dismissal, Dismissal Appeals or Employee Grievance Committee)</i>	Appeals x 3 Governors selected as and when required, dependent upon availability/no prior knowledge of the specific issue <i>(NB: Staff Governors can't be appointed to Staff Dismissal, Dismissal Appeals or Employee Grievance Committee)</i>

APPENDIX 3**GRASMERE ACADEMY
GOVERNING BODY ATTENDANCE REGISTER FOR 2018/19**

NAME	CATEGORY	GB mtgs	FS&P Com	Ethos Com	Quality Com
Lynn Goossens	Co-opted	6/6	5/6		
Joanne McKeown	Co-opted	2/3			
Paula McCormack	Co-opted	0/1			
Luke Donockley	Community	3/4			
David Richardson	Community	6/6	6/6		
David Hodgson	Founding	6/6	5/6		
David Baldwin	Founding	3/6			
Kerry Lilico	Headteacher	6/6	6/6		
Kevin Burns	Local Authority	3/6			
Louisa Stevenson	Parent	3/6	4/6		
Richard Stevenson	Parent	1/4			
Jackie Lackenby	Parent	4/6			
Hannah Girvan	Staff	6/6			