

**Annual Governance Statement for the Governing Body of St Benedict's Catholic College
September 2015 – July 2016**

In accordance with the Government's requirement for all Governing Bodies, the three core strategic functions of the St Benedict's Catholic College Governing Body are:

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

<p>Governance arrangements</p>	<p>The Governing Body of St Benedict's Catholic College was re-constituted in 2013 and is now made up of 2 staff governors (including the Principal), 2 elected Parent Governors, 1 Local Authority Governor , 4 Co-opted governors and 11 Foundation Governors.</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 College: during the 2015-16 year two co-opted governors served on the Governing Body. One of the co-opted governors was a parent and one was a member of the local community.</p> <p>The full Governing Body meets once each term. There are also a number of committees which consider different aspects of the College in detail.</p> <p>At St Benedict's we have the following operational committees:</p> <ul style="list-style-type: none"> - Premises - Personnel - Finance - Pastoral & Curriculum - Admissions <p>We also have statutory committees that meet, if required, to consider pupil discipline and staffing matters.</p> <p align="right">See p4 -6 for a list of Governors</p>
<p>Attendance record of governors</p>	<p>Governors have excellent attendance at meetings 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). Governors also attend College for monitoring days, working party meetings, Masses and other college functions.</p> <p><i>Details of individual governors' attendance at meetings are reported to stakeholders via the College website in the September of each year.</i></p>

The work that we have undertaken in our committees and in the Governing Body

The Governing Body has had another busy year, focusing on school improvement. Governors have closely monitored the College Improvement Plan, and have worked with staff and parents to develop the College's new mission statement.

In addition to attendance at meetings and training sessions governors have also taken part in three monitoring day visits to the College during the year. The focus of these days is determined by the priorities detailed in the College Improvement Plan which this year has included formative assessment, leadership & management and the Catholic ethos of the College.

The Pastoral & Curriculum Committee has spent time considering the introduction of the new curriculum & the new assessment methodology. Committee members have discussed teaching & learning to ensure standards are maintained or improved. Governors regularly discussed key data, giving the results of pupil achievement and progress, so that they can be sure that the College is on track to fulfil its ambitious targets for all of its students.

Governors also discuss the progress of 'vulnerable groups' of students and focus on how the Pupil Premium Grant is being spent by the College and what impact this has on these students.

As a College we are particularly vigilant regarding safeguarding. All governors are provided with the opportunity to attend PREVENT and safeguarding training. We have a nominated governor for Safeguarding (Mrs Moriarty) who, along with Mr Deasy, Assistant Principal gives a termly report to the governors about any safeguarding matters including child protection.

The Premises Committee has looked at the maintenance and development of the College premises. The Committee makes decisions about how the College should use the premises budget one of the key matters this year has been the redevelopment of the School House and the planned refurbishment of the science laboratories. Mr Howes, our Health and Safety Governor, carries out termly checks of the premises with Mr Brown, the College's Business Manager.

Early in the summer term, **the Finance Committee** presented the 2016/17 budget plan for the College to the Governing Body. The Finance Committee assist the College in proactively managing the challenging financial landscape, which all schools are facing. The Committee has taken an overview of the financial performance of the College and completed the necessary statutory returns. The recent Internal Controls Evaluation Audit found the College's internal processes to be in line with our Financial Regulations.

	<p>The Personnel Committee has had a busy year looking at the staffing management plan for the College including how to support aspiring leaders as well as considering the quality of teaching. The committee were pleased to note that 96% of lessons observed at St Benedict's have recently been assessed as at least 'good' with 36% of lessons being graded 'outstanding'.</p> <hr/> <p>The Admissions Committee has met to discuss the intake of students to Year 7 and the College's Admissions Policy. The Committee has also considered the College's Published Admissions Number (PAN) in relation to the growing number of children in our partner and local primary schools.</p> <p>The Committee approved the proposal of the Principal to increase the PAN incrementally to 180 students (phased over five years) so as to provide for the growing number of children in our partner and local primary schools.</p> <hr/> <p>One of the strategic roles that governors undertake is reviewing and agreeing key policies. The policies task group continue to meet with senior leaders of the College to produce policies for consideration by the Governing Body. Governors have considered a number of key policies, including Child Protection, Staff Pay, Special Educational Needs and Disabilities, Drug Misuse, First Aid, and Physical Intervention.</p> <p>You can find our policies on our website and you can contact the Governing Body's Consultant if you would like to see any of the non-confidential minutes of our meetings.</p>
<p>Governor Development</p>	<p>The Governing Body is working hard to fulfil its own ambitious development plan ahead of the next Ofsted Inspection. The Governing Body will continue to challenge and support the College as it strives to be recognised by Ofsted as an 'outstanding' school.</p> <p>All governors complete an individual self-assessment questionnaire each year which informs our future development plan priorities.</p> <p>The Governing Body continues to subscribe to the Essex Governor Development Programme to ensure all governors are able to access free training and development. This year our whole Governing Body training has focused on developing an effective parental engagement strategy, PREVENT, and developing accountability. Governors have also taken part in a range of in-house and online training sessions.</p>
<p>How you can contact the Governing Body</p>	<p>We always welcome suggestions, feedback and ideas from members of our college community – please contact the Consultant to the Governing Body, Mrs Johnson, via the College or by email t.johnson@stbenedicts.essex.sch.uk if you would like to share your ideas with us.</p>

ST BENEDICT'S CATHOLIC COLLEGE - GOVERNING BODY MEMBERSHIP - SEPTEMBER 2015 – July 2016

Governor	Committee Membership	Responsibilities	Category of Governor/ Appointing Body	Term of Office Ends
Michelle Campbell <i>Resigned as of 31st August 2016</i>	<ul style="list-style-type: none"> • Governing Body • Personnel • Pastoral and Curriculum 		Diocesan Appointed Foundation Governor	23 Sept 2017
Pam Edwards	<ul style="list-style-type: none"> • Governing Body • Personnel 		Diocesan Appointed Foundation Governor	31 Aug 2016
Frances Fenning	<ul style="list-style-type: none"> • Governing Body • Finance • Premises 		Diocesan Appointed Foundation Governor	18 July 2018
Margaret Hill	<ul style="list-style-type: none"> • Governing Body • Pastoral and Curriculum • Personnel • Principal's Performance Management (PM) • Chairs and Membership • Admissions 	<ul style="list-style-type: none"> • Special Educational Needs and Disabilities Governor • Chair of Personnel Committee • Chair of Principal's Performance Management Committee 	Diocesan Appointed Foundation Governor	7 Nov 2018
Mike Jones	<ul style="list-style-type: none"> • Governing Body • Personnel • Pastoral and Curriculum • Chairs and Membership 	<ul style="list-style-type: none"> • Chair of Pastoral & Curriculum Committee 	Diocesan Appointed Foundation Governor	2 nd July 2018
Sean O'Leary	<ul style="list-style-type: none"> • Governing Body • Finance • PM 		Diocesan Appointed Foundation Governor	6 Jan 2020

Governor	Committee Membership	Responsibilities	Category of Governor/ Appointing Body	Term of Office Ends	
David Morton <i>Office terminated as of 21st July 2016</i>	<ul style="list-style-type: none"> Governing Body 	<ul style="list-style-type: none"> Personnel Pastoral and Curriculum 	Diocesan Appointed Foundation Governor	03 May 2016	
Adrian Porter	<ul style="list-style-type: none"> Governing Body 	<ul style="list-style-type: none"> Pastoral and Curriculum Admissions 	Diocesan Appointed Foundation Governor	26 Oct 2018	
Fr Gordon Read	<ul style="list-style-type: none"> Governing Body 	<ul style="list-style-type: none"> Pastoral and Curriculum Admissions Chairs and Membership 	<ul style="list-style-type: none"> Chair of Admissions Committee 	Diocesan Appointed Foundation Governor	19 Feb 2018
Johanna Reid <i>Resigned as of 31st August 2016</i>	<ul style="list-style-type: none"> Governing Body 	<ul style="list-style-type: none"> Pastoral and Curriculum Premises 	Diocesan Appointed Foundation Governor	14 Nov 2016	
Mary Moriarty	<ul style="list-style-type: none"> Governing Body 	<ul style="list-style-type: none"> Pastoral and Curriculum Admissions Premises Chairs and Membership Finance Personnel PM 	<ul style="list-style-type: none"> Child Protection/ Safeguarding Governor Chair of Governing Body Chair of Chairs & Membership Committee 	Essex Local Authority Appointed Governor	10 March 2020
Sean Moriarty	<ul style="list-style-type: none"> Governing Body 	<ul style="list-style-type: none"> Premises Chairs and Membership Finance PM Review Officer 	<ul style="list-style-type: none"> Vice Chair of Governing Body Vice Chair of Chairs & Membership Committee Chair of Finance Committee 	Governing Body Appointed Co-opted Governor	31 July 2018

Governor	Committee Membership	Responsibilities	Category of Governor/ Appointing Body	Term of Office Ends	
Trevor Howes	<ul style="list-style-type: none"> Governing Body 	<ul style="list-style-type: none"> Pastoral and Curriculum Admissions Premises Chairs and Membership 	<ul style="list-style-type: none"> Health & Safety Governor Chair of Premises Committee 	<ul style="list-style-type: none"> Governing Body Appointed Co-opted Governor 	31 Jan 2018
Sophia Carbonero	<ul style="list-style-type: none"> Governing Body 	<ul style="list-style-type: none"> Pastoral and Curriculum 		<ul style="list-style-type: none"> Governing Body Appointed Co-opted Governor 	14 Dec 2018
Caroline Prestwich <i>Term of office ended 1st May 2016</i>	<ul style="list-style-type: none"> Governing Body 	<ul style="list-style-type: none"> Finance Pastoral and Curriculum 		<ul style="list-style-type: none"> Parent Governor Elected by the Parents of St Benedict 's 	01 May 2016 <i>Election date: Autumn 2016</i>
June Leslie	<ul style="list-style-type: none"> Governing Body 	<ul style="list-style-type: none"> Personnel 		<ul style="list-style-type: none"> Parent Governor Elected by the Parents of St Benedict 's 	15 Oct 2016 <i>Election date: Autumn 2016</i>
Jo Santinelli (Principal)	<ul style="list-style-type: none"> Governing Body 	<ul style="list-style-type: none"> Pastoral and Curriculum Admissions Premises Chairs and Membership Finance Personnel 		<ul style="list-style-type: none"> Staff Governor 	<i>Ex-Officio</i>
Cheryl Boyle	<ul style="list-style-type: none"> Governing Body 	<ul style="list-style-type: none"> Premises Pastoral and Curriculum 		<ul style="list-style-type: none"> Staff Governor Elected by the Staff of St Benedict 's 	05 June 2019 <i>Election due June 2019</i>