



Ruislip Gardens Primary School

Annual Governance Statement

(Template for Maintained Schools)

School Name	Ruislip Gardens Primary School
School Address	Stafford Road, Ruislip, Middlesex, HA4 6PD
Telephone number	01895 632895
Contact email address	officeemail@ruislipgardensschool.co.uk
Website	www.ruislipgardensschool.co.uk

The governing body must be only contacted via the school details given above, which is the legal business address for the whole governing body.

Category of school	Community
DfE number	102416
Ofsted grading and date of last inspection	Good, 4-5 June 2019

Name of Headteacher	Nicky Bulpett
Name of Deputy Headteacher	Sheila O'Neill

Date of Annual Governance Statement	31 July 2019
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The core functions of the governing body

As defined by the Department for Education (DfE) in The School Governance (Roles, Procedures and Allowances) (England) Regulations 2013, the core functions of the governing body include:

- Ensuring clarity of vision, ethos and strategic direction;
- Holding the headteacher to account for the educational performance of the school and its pupils; and
- Ensuring the sound, proper and effective use of the school's financial resources.

In exercising their functions the governing body shall

- Act with integrity, objectivity and honesty and in the best interests of the school; and
- Be open about the decisions they make and the actions they take and in particular shall be prepared to explain their decisions and actions to interested parties.

Our governing body has a code of conduct which is reviewed and agreed annually. All governors and associate members are obliged to abide by this code.

Legal constitution of the governing body

The governing body was formally constituted on

18 January 2018

Category of Governor	Appointed or elected onto the governing body?
6 x Co-opted Governors	Appointed by the governing body
5 x Parent Governors	Elected on to the governing body by parents of pupils at the school
1 x Headteacher	Governor by virtue of employment by the school
1 x Staff Governor	Elected on to the governing body by all staff employed by the school
1 x Local Authority Governor	Nominated by the Local Authority (Hillingdon Council), and appointed by the governing body
Total number of governors = 14	

Who volunteers on the school's governing body?

Category of Governor	Full Name	Term of Office
Co-opted	John Garner	21 May 19 – 31 Jul 20
Co-opted	Ceri Jacob	18 Jan 18 – 17 Jan 22
Co-opted	Eddie Lavery	21 May 19 – 31 Jul 20
Co-opted	Anne Lyons	21 May 19 – 20 May 23
Co-opted	Sheila O'Neill	10 Oct 16 – 9 Oct 20
Co-opted	Kay Rundle	9 Jul 18 – 8 Jul 22
Parent	Kelly Flaherty	13 Oct 17 – 12 Oct 21
Parent	Andrew Halford	18 Jul 17 – 17 Jul 21
Parent	Luminita Nicolae	13 Oct 17 – 12 Oct 21
Parent	Marta Vizcaino	13 Oct 17 – 12 Oct 21
Parent	<i>Vacancy</i>	
Headteacher	Nicky Bulpett	1 Sep 18
Staff	Lotty Underwood	19 Nov 18 – 18 Nov 22
Local Authority	Adriana Tudorescu	10 Dec 18 – 9 Dec 22

The Clerk to Governors is	Rebecca Wilson
The Chair of Governors is	Eddie Lavery
The Vice Chair of Governors is	John Garner

How the governing body delegates and distributes its duties

The governing body agreed to form the following committees on 25 April 2018. This is reviewed annually.

Teaching and Learning Committee	Resources Committee
<ul style="list-style-type: none"> • Committee shall comprise at least the Headteacher or Deputy Headteacher, 1 Parent Governor, 2 Co-opted Governors • The Teaching and Learning Committee considers the following areas: <ul style="list-style-type: none"> • Curriculum • Quality of Teaching • Pupil Performance • Impact of Pupil Premium • Safeguarding • Behaviour • Four meetings were held in this academic year 	<ul style="list-style-type: none"> • Committee shall comprise at least the Headteacher or Deputy Headteacher, 1 Parent Governor, 2 Co-opted Governors • The Resources Committee meets to ensure the school resources are used to provide the best provision for pupils. The four main areas of consideration are: <ul style="list-style-type: none"> • Finance • Staff • Premises • Health & Safety • The Resources Committee can make spending decisions without reference to the Full Governing Body up to £20k • Five meetings were held in this academic year

Specific panels of the governing body are convened as required for

- School Complaints
- Staff Grievance and Discipline
- Pupil Discipline

The governing body delegates some specific functions to some governors covering specific areas of school life. These governors are known as Link Governors. Our school has the following link governors.

Area of responsibility	Named Governor	Number of visits to school in this role in academic year
Safeguarding	Andrew Halford	4
Inclusion	Kelly Flaherty	1
Assessment	Luminita Nicolae	1
Disadvantaged	Ceri Jacob	2
Initial visit	Anne Lyons	1
Staffing	Kay Rundle	1
GDPR	Adriana Tudorescu	1

Governing body and committee meeting attendance

Governor name	Governing Body Meeting Dates and Attendance					
	Autumn Term 11/10/18	Autumn Term 10/12/18	Spring Term 11/02/19	Spring Term 28/03/19	Summer Term 21/05/19	Summer Term 15/07/19
N Bulpett	✓	✓	✓	✓	✓	✓
K Flaherty	✓	-	✓	X	X	✓
J Garner	-	-	-	-	✓	✓
A Halford	X	✓	✓	✓	✓	✓
C Jacob	✓	✓	✓	X	✓	✓
J Nair	✓	✓	✓	X	-	-
E Lavery	-	-	-	-	✓	✓
A Lyons	-	-	-	-	✓	✓
L Nicolae	✓	✓	✓	✓	✓	✓
P Ntombela	Absent	-	-	-	-	-
S O'Neill	✓	✓	✓	✓	✓	✓
J Ranson	✓	✓	-	-	-	-
K Rundle	✓	✓	✓	✓	X	✓
A Tudorescu	✓	✓	✓	✓	✓	X
L Underwood	-	✓	✓	✓	X	✓
M Vizcaino	✓	✓	X	X	X	✓

Membership	Teaching and Learning Committee					
	Autumn Term 20/09/18	Autumn Term N/A	Spring Term 21/01/19	Spring Term 13/03/19	Summer Term N/A	Summer Term 24/06/19
N Bulpett	✓	-	X	✓	-	✓
K Flaherty	✓	-	X	X	-	Absent
C Jacob	✓	-	✓	✓	-	✓
A Lyons	-	-	-	-	-	✓
L Nicolae	✓	-	✓	✓	-	✓
S O'Neill	✓	-	✓	✓	-	✓
K Rundle	-	-	✓	✓	-	✓
L Underwood	-	-	✓	✓	-	Absent

Membership	Resources Committee					
	Autumn Term 02/10/18	Autumn Term 29/10/18	Autumn Term 26/11/18	Spring Term 05/02/19	Summer Term N/A	Summer Term N/A
N Bulpett	✓	✓	✓	✓	-	-
K Flaherty	-	-	-	✓	-	-
J Garner	-	-	-	-	-	-
A Halford	✓	✓	X	✓	-	-
C Jacob	✓	✓	X	✓	-	-
J Nair	✓	✓	✓	X	-	-
S O'Neill	✓	X	✓	✓	-	-
J Ranson	✓	✓	✓	-	-	-
A Tudorescu	-	✓	✓	✓	-	-
M Vizcaino	X	✓	X	X	-	-

Governing body effectiveness and impact

What were the significant challenges for the governing body in 2018/19?

- Recruitment of Head Teacher and new Senior Leaders.
- Recruitment of sufficient teachers.
- Supporting School Leaders to raise standards.
- Fill vacancies on School Governing Body.

How were the challenges met?

- New Head Teacher appointed for September 2018.
- Agreement of new strengthened SLT structure.
- Two new Assistant Head Teachers recruited.
- Implementation of more systematic approach to governor oversight of school functions.
- Governors are providing support and challenge to ensure that standards are being raised across the school.
- Four new governors have been recruited.

What were the achievements of the governing body for 2018/19?

- Recent Ofsted Inspection has rated the school good.
- Strong pupil progress across the school.

Find out more about our school ...

- Link to Ofsted report <http://www.ofsted.gov.uk/inspection-reports/find-inspection-report>
- Our school's Ofsted data dashboard can be found at <http://dashboard.ofsted.gov.uk/>
- Link to school's website **Will add when website is live**
- Link to school's pupil premium statement on the school's website **Will add**
- Link to school's PE and sport premium information on the school's website **Will add**
- Link to Parent View Portal, which seeks parents' opinions on aspects of our school, from the quality of teaching, to dealing with bullying and poor behaviour.
<https://parentview.ofsted.gov.uk/>

Governing Body Register of Interests (2018-19)

This register must

- state the name and category of each governor
- set out any relevant business interests
- set out details of any other educational establishments that they govern
- set out any relationship details between governors and members of staff, including spouses, partners and relatives.

Full Name	Category of Governor	Declarations of Members' Interests: Business, Educational and Personal
John Garner	Co-opted	<ul style="list-style-type: none"> • Governor, Ruislip High School
Ceri Jacob	Co-opted	<ul style="list-style-type: none"> • Director within NHS
Eddie Lavery	Co-opted	<ul style="list-style-type: none"> • Councillor, London Borough of Hillingdon • Director, Vanguard Learning Trust • Governor, Ruislip High School (Chair of Governors) • Ruislip Combined Charities • Ruislip Northwood Old Folks Association
Anne Lyons	Co-opted	<ul style="list-style-type: none"> • Past President of NAHT
Sheila O'Neill	Co-opted	<ul style="list-style-type: none"> • School staff
Kay Rundle	Co-opted	<ul style="list-style-type: none"> • EPR Analyst
Kelly Flaherty	Parent	<ul style="list-style-type: none"> • Data analyst and media planner, Dunnhumby
Andrew Halford	Parent	<ul style="list-style-type: none"> • MWB Business Exchange, International Workplace Group
Luminita Nicolae	Parent	<ul style="list-style-type: none"> • Works for London Underground, Transport for London
Marta Vizcaino	Parent	<ul style="list-style-type: none"> • Project Manager, Unilode Aviation
Nicky Bulpett	Headteacher	
Lotty Underwood	Staff	<ul style="list-style-type: none"> • School staff
Adriana Tudorescu	Local Authority	<ul style="list-style-type: none"> • School lettings manager

Each governor has declared their interests as given above in writing to the governing body.

Chair of Governor's signature _____

Date

15 July 2019 _____

Planned review date

July 2020 _____