

St. Peter's C.E. Primary School

Annual Governance Statement

July 2025

**Annual Governance Statement for Governing Body of St. Peter's CE Primary School
July 2025**

In accordance with the Government's requirements for all governing bodies, the three core strategic functions of St Peter's CE Primary School's Governing Body are:

- 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**
- 3. Overseeing the financial performance of the school and making sure its money is well spent**

Governance Arrangements

The governing body of St Peter's School was reconstituted in October 2013. Currently, it is made up of one staff governor, two parent governors, two foundation governors (who represent the Church), one local authority governor and three co-opted governors who represent the local community. The headteacher is also automatically a member of the governing body although this is not compulsory. The only vacancy is an Ex.officio position which will be filled when a new priest is appointed to the church.

Our Clerk to the Governors is Wendy Settle.

During this year, the co-chair of governors, Caroline Hughes sadly resigned and we would like to thank her for six years of service to the board.

This year, the Governor Body has been successful in recruiting three Co-opted governors. Katrina Robb is an ex-parent who felt that she wanted to give 'something back' to the school her children attended, Charlotte Clay is a secondary school science teacher and Chloe Bateman is a special needs teacher in the private sector and also has a child on role at St. Peter's. Katrina and Charlotte will be officially joining us in July 2025 and Chloe in September. All are bringing a wealth of skills and interests to the board and we are looking forward to working with them.

At St Peter's we have adopted the circle model of governance whereby all members have a voice in all aspects of governance. This is led by governors who are responsible for the Ofsted Areas of Achievement, Quality of Teaching, Behaviour and Safety and Leadership and Management.

For the academic year 2025/26, these are as follows:

Glynn Hukins (Chair of Governors – LA Governor) -
Literacy, Inclusion, Pupil Premium, Sports Premium, HT Support, HT Appraisal, Worship Group, Pay Panel

Mark Champion (Co Vice Chair – Parent Governor) –
Training Manager, Finance, Wider Curriculum, Chair of Pay Panel, H&S. HT support, Cyber Security

Sarah Goodwin (Staff Governor) -H&S,

Jacqueline Mack (Co-opted Governor) –Wellbeing/PHSE,
Wider Opportunities for Children

Kim Adlington – (Foundation Governor) – RE, Worship Group

Andy Kemp – (Foundation Governor) – R.E. Chair of Worship Group

Katy Casey – (Parent Governor) – Wider Curriculum, Attendance

Charlotte Clay – (Co-opted Governor) – Maths , Safeguarding Governor

Katrina Robb – (Co-opted Governor) – Literacy (with Glynn), Sports Funding (with Glynn)

Chloe Bateman – (Co-opted Governor) - RWI

In addition to this, all governors attend community, church and parent engagements when possible, with a minimum commitment of two events per year, although this is generally exceeded by all governors.

The Full Governing Body meets seven times a year. Monitoring visits are carried out on a rota basis ensuring

	<p>that each area is covered a minimum of twice. Governors write a report and feed back to the next Full Governing Body Meeting. Any concerns, ideas etc. are also discussed at this time and action taken as necessary.</p> <p>The Finance Governor (Mark Champion) meets on a monthly basis with a representative of Schools Financial Services who externally monitor the budget. Annually, the Schools Financial Value Standard audit is completed which helps to provide governing bodies with assurance that the school meets the standards necessary to achieve a good level of financial health and resource management.</p> <p>The role of the Safeguarding Governor (Charlotte Clay) is to liaise with the Headteacher and/or Business Manager to be made aware of any safeguarding issues that may have arisen. Additionally, an annual Safeguarding Audit is also completed and the results are shared with governors. The Chair, Vice Chair and Headteacher also meet on a regular basis to finalise agendas and to address any ongoing concerns etc.</p> <p>The Worship Group meets three times a year and ensures that the Christian ethos of the school is upheld.</p>
<p>Attendance Record of Governors</p>	<p>Attendance at meetings is good. (see website) and has always been quorate.</p>
<p>What Did We Achieve in 2024/25?</p>	<p>The Governing Body of St. Peter's has continued to work tirelessly on behalf of the children at St. Peter's School. We now have an almost full contingency of governors on the board and all have been dedicated to monitoring both the progress of the children and overseeing the spending of the school budget.</p> <p>Governors have an increased knowledge of school data which shows pupil achievement and progress and ensures that we know that the school is on track to fulfil the targets set for all children. We have also been monitoring our 'vulnerable groups' of children and have focussed on how the Pupil Premium grant received by the school has been spent and also the subsequent impact on children's progress.</p> <p>Safeguarding is an important part of our role. We ensure that everyone in the school community is kept safe and that all policies and documentation are regularly reviewed and adhered to.</p>

	<p>Safeguarding training is an essential part of being a member of the St. Peter's community and governors regularly update their training. The next training is on 1st. September 2025.</p> <p>The governors are also aware of the dangers of radicalisation and extremist behaviour in our world today and, to this end, we have undertaken on-line training PREVENT to help us recognise possible signs and situations. Toni Browne and Glynn Hukins also hold the safer recruitment accreditation.</p> <p>As a Governing Body, we feel that it is important to establish links with the parents and the wider community. One of our governors Jacqueline Mack, has been instrumental in establishing a link with the Monday Music Group, a group of retired singers based in Folkestone led by Granville Hancox. The children and the choir learn and perform songs together followed by lunch. This is such a wonderful opportunity for an intergenerational activity and one that is enjoyed by all!</p> <p>For the second year, one of our Foundation Governors, Kim Adlington, has prepared four children for confirmation which was held this year in St Eanswythes Church and led by Bishop Rose of Dover. The older children, along with children from St. Eanswythes and St. Mary's schools attended the service which was enjoyed by all.</p> <p>The Chair of Governors publishes a newsletter at Christmas, Easter and in July and parents and carers can see more detailed information here of what the governing body has achieved in the previous two terms.</p>
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<p>How You Can Contact The Governing Body</p>	<p>We always welcome suggestions, feedback and ideas from parents- please contact the Chair of Governors, Glynn Hukins via the school office. In the event of a complaint against the school, please e mail glynn.hukins@st-peters-folkestone.kent.sch.uk in the first instance. A copy of 'The Complaints Procedure' can be found on the school website and must be followed in the case of a formal complaint. Please remember however, that most disputes can be settled easily by coming into school to talk to your child's</p>
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	teacher or the headteacher and that a formal complaint really is the last resort!
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