



Warrender Primary School

School Name	Warrender Primary School
School Address	Old Hatch Manor, Ruislip, Middlesex HA4 8QG
Telephone number	01895 462355
Contact email address	office@warrenderschool.org.uk
Website	www.warrender.hillingdon.sch.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	251
Ofsted grading and date of last inspection	Good – November 2016

Name of Headteacher	Mr Mike Smith
Name of Deputy Headteacher	Mrs Helen Brown

Date of Annual Governance Statement	Autumn 2021
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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

31 March 2015

Category of Governor	Appointed or elected onto the governing body?
5 x Co-opted Governors	Appointed by the governing body
4 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 = 12	

Who volunteers on the school's governing body?

Category of Governor	Full Name	Term of Office / End Date
Co-opted	Ms Emilia Ciesla	4 years / 22.05.22
Co-opted	Mr Steven Baxter	4 years / 08.07.22
Co-opted	Ms Claire Edwards	4 years / 08.07.25
Co-opted	Ms Heather Rhodes	4 years/ 18.10.24
Co-opted	Vacancy	
Headteacher	Mr Mike Smith	Ex-officio
Local Authority	Mrs Sakhdeep Sohi	4 years / 09.03.24
Parent	Ms Alana Stewart	4 years/31.08/21
Parent	Vacancy	
Parent	Mr Joshua May	4 years / 07.01.23
Parent	Ms Bhiru Shelat	4 years / 07.01.23
Staff	Vacancy	
Co-opted	Mr David George	Left 21.05.21
Co-opted	Mr Matthew Kelly	Left 9.07.21

The Clerk to Governors is	Danielle John
The Chair of Governors is	Ms Alana Stewart
The Vice Chair of Governors is	Mr Matthew Kelly



This governing body also can have Associate Members. Associate Members are not governors, but they are public volunteers. They are appointed by the governing body to support the ongoing work and duties of the governing body. The number of Associate Members is determined by the governing body.

How the governing body delegates and distributes its duties

The governing body agreed to form the following committees on 16 October 2020. This is reviewed annually.

Committee 1 Children, Families & Learning (CFL)	Committee 2 Resources
<ul style="list-style-type: none"> Committee membership: <ul style="list-style-type: none"> Heather Rhodes – Chair Emilia Cielsa - Vice Chair Sakhdeep Sohi Mike Smith Steven Baxter Helen Brown Alana Stewart 	<ul style="list-style-type: none"> Committee membership: <ul style="list-style-type: none"> Steven Baxter – Chair Joshua May – Vice Chair Mike Smith Bhiru Shelat Matthew Kelly David George Alana Stewart
<ul style="list-style-type: none"> Remit of committee: <ul style="list-style-type: none"> Curriculum School Development Plan SEND Pupil Premium & Sports Premium Parents, families & communication Community & partnerships Key delegates duties <ul style="list-style-type: none"> Approve School Targets SEND/Inclusion Parent Survey Review appropriate policies Three meetings held in the academic year. Key decisions made and impact <ul style="list-style-type: none"> Monitor Children's Progress Monitor Pupil Premium provision Monitor Sports Premium provision Monitor SEND/Inclusion provision 	<ul style="list-style-type: none"> Remit of committee: <ul style="list-style-type: none"> Finance School Development Plan Health & Safety Personnel Premises Assets Key delegates duties <ul style="list-style-type: none"> Approve budget Approve staffing structure Monitor Health & Safety Review appropriate policies Five meetings held in the academic year. Key decisions made and impact: <ul style="list-style-type: none"> Monitoring budget and making key decisions about spend Approve SFVS to ensure financial probity Monitoring Health & Safety to ensure a safe environment for pupils and staff Recommend to FGB Premises Plan spend



Specific panels of the governing body are convened as required for

- School Complaints
- Staff Grievance and Discipline
- Pupil Discipline
- Pay Review Panel
- HT Performance Review Panel

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
Art, Design and Design Technology	Joshua May	Further planned visits were cancelled due to restrictions related to covid-19
Computing	Matthew Kelly	Further planned visits were cancelled due to restrictions related to covid-19
Early Years	Emilia Ciesla	Further planned visits were cancelled due to restrictions related to covid-19
English	Heather Rhodes	Further planned visits were cancelled due to restrictions related to covid-19
French	Sakhdeep Sohi	Further planned visits were cancelled due to restrictions related to covid-19
Finance	Steven Baxter	Monthly - 7
Friends of Warrender	Bhiru Shelat	
Health & Safety	Matthew Kelly	
Humanities & R.E	Alana Stewart	Further planned visits were cancelled due to restrictions related to covid-19
KS1	Alana Stewart	Further planned visits were cancelled due to restrictions related to covid-19



KS2	Heather Rhodes	Further planned visits were cancelled due to restrictions related to covid-19
Lettings	Joshua May	
Maths	Alana Stewart	Further planned visits were cancelled due to restrictions related to covid-19
Music & SRE	Bhiru Shelat	Further planned visits were cancelled due to restrictions related to covid-19
PE & Sports Premium	Joshua May	
Procurement	Matthew Kelly	
PSHE & British Values (Growth Mindset)	Alana Stewart	Further planned visits were cancelled due to restrictions related to covid-19
Pupil Premium	Steven Baxter	Further planned visits were cancelled due to restrictions related to covid-19
Safeguarding	Heather Rhodes	6 visits -safeguarding meetings
SEND	Sakhdeep Sohi	Further planned visits were cancelled due to restrictions related to covid-19
School Council & Community	Alana Stewart	
School Data	Steven Baxter	2 virtual meetings with DHT
Science	Emilia Ciesla	Further planned visits were cancelled due to restrictions related to covid-19



Other Governors visits completed (mainly Virtual visits) August 2020-July 2021

- IT procurement tender
- Covid-19 Risk Assessment
- Covid-19 Parent engagement
- Safeguarding policy review (to reflect Home Learning)
- Safeguarding meetings x 6
- Data virtual meetings
- Exit Interview with staff member
- Meeting with parent re: School Perks website
- Meeting of governors and SLT re: wellbeing and plans to move forward
- Clerk interviews summer term
- Learning walk summer term and reintegration of children post lockdown

Governing body and committee meeting attendance

Governor	Full Governing Body Meeting Dates and Attendance					
	Autumn Term 22/10/20	Autumn Term 10/12/20	Spring Term -	Spring Term 04/03/21	Summer Term 20/05/21	Summer Term 08/07/21
Steven Baxter	Apologies sent and accepted	Attended		Attended	Attended	Attended
Emilia Ciesla	Attended	Attended		Attended	Attended	Attended
Matthew Kelly	Attended	Attended		Attended	Attended	Attended
Joshua May	Attended	Attended		Attended	Apologies sent and accepted	Attended
Heather Rhodes	Attended	Attended		Attended	Attended	Attended
Bhiru Shelat	Attended	Attended		Attended	Attended	Attended
Mike Smith	Attended	Attended		Attended	Attended	Attended
Alana Stewart	Attended	Attended		Attended	Attended	Attended



Sakhdeep Sohi	Attended	Attended		Attended	Attended	Attended
David George	Apologies sent and accepted	Attended				
Claire Edwards						Attended

Member	CFL Committee Meeting Dates and Attendance					
	Autumn Term 17/09/20	Autumn Term -	Spring Term 21/01/21	Spring Term -	Summer Term 29/04/21	Summer Term -
Steven Baxter	Attended		Attended		Attended	
Emilia Ciesla	Apologies given and accepted		Attended		Attended	
Matthew Kelly	Attended		Attended		Attended	
Heather Rhodes	Attended		Attended		Attended	
Mike Smith	Attended		Attended		Attended	
Alana Stewart	Attended		Attended		Attended	
Sakhdeep Sohi			Attended		Attended	
Bhiru Shelat						
Helen Brown	Attended		Attended		Attended	



Member	Resources Committee Meeting Dates and Attendance					
	Autumn Term 15/10/20	Autumn Term 26/11/20	Spring Term 11/02/21	Spring Term -	Summer Term 13/05/21	Summer Term 24/06/21
Steven Baxter	Attended	Attended	Attended		Attended	Attended
Matthew Kelly	Attended	Attended	Apologies given and accepted		Attended	Attended
Joshua May	Attended	Attended	Attended		Apologies sent and accepted	Attended
Bhiru Shelat	Attended	Attended	Apologies sent and accepted		Attended	Attended
Mike Smith	Attended	Attended	Attended		Attended	Attended
Alana Stewart	Attended	Attended	Attended		Attended	Attended
David George	Apologies sent and accepted	Attended	Attended			
Sakhdeep Sohi						Attended
Helen Brown						Attended
Elizabeth Doran	Attended	Attended	Attended		Attended	Attended

Governing body effectiveness and impact

What were the significant challenges for the governing body in 2020/21?

- Embedding the revised Curriculum during the COVID disruption to teaching and learning
- Supporting the staff and pupils of the school during these turbulent times
- Ensuring that pupils were able to make progress in their learning in spite of lockdowns and home learning
- Limited flexibility within the school budget
- The restrictions and issues caused by Covid-19 which included:



- Revised Health and Safety considerations
 - Home Learning Provisions during lockdown
 - Parent Engagement
 - Key Worker Provisions
 - Other Bubble Provisions
 - Well-being considerations for staff and pupils
- Recruitment of Chair and Vice Chair of Governors

How were the challenges met?

- Rigorous challenge and oversight of pupil progress.
- Pro-active meticulous financial tracking, reporting and analysis. Investment in ensuring areas where possible financial benefit can be achieved are examined.
- Approaching Hillingdon Governor support service to assist with the development of the Governing Body which will lead to the appointment of governors to Chair and Vice Chair roles
- New parent governors need to be appointed following the resignation of 2 key governors and also 1 staff governor needs to be appointed
- Over the past year, Governors have provided additional support to the SLT during a difficult and unprecedented period.
- Innovative live lessons provisions were endorsed by Governors to compliment the daily online curriculum related tasks arranged for all year groups
- Governors provided support and verification with the Covid-19 related communications to parents
- Other bubble provisions were reviewed and accepted, Governors were also present at school to assist parents and children as each new bubble was welcomed
- Governors ensured well-being considerations were examined and supported

What were the achievements of the governing body for 2020/21?

- Good attendance from governors across all committees and meetings. (93%)
- New Governors successfully recruited; there has been some governor turnover
- Good financial management/oversight.
- Governors have continued to attend training although this has been limited due to COVID
- Improvements to the playground facilities for the pupils
- Supporting the school during the covid-19 lockdowns and the re-opening phases

How have these achievements improved areas of school life (impact)?

- The whole Governing Body has a better understanding of the needs of the school.
- The new Governors bring a wealth of new skills, experiences and enthusiasm that will contribute to a stronger Governing Body.
- The school is still running well within the constraints of an ever decreasing budget.
- Training has enriched the Governing Body's pool of skills with greater understanding of key school Governing areas, as well as knowledge of the latest developments in Governance. For the Governors that are new, it has provided them with a firm foundation.



- Appreciating the importance of forming and maintaining close links with other local schools, in case academisation needs to be revisited in the future through links with secondary school (science)
- Pupils benefited from pre-recorded video teaching sessions and live wellbeing sessions as part of the home learning provision during the lockdown.

Find out more about our school ...

- Link to Ofsted report <http://www.ofsted.gov.uk/inspection-reports/find-inspection-report>
- Our school's performance data can be found at <https://www.gov.uk/school-performance-tables/>
- Link to school's website <http://www.warrender.hillingdon.sch.uk/>
- Link to school's pupil premium statement on the school's website <http://www.warrender.hillingdon.sch.uk/pupil-premium/>
- Link to school's PE and sport premium information on the school's website <http://www.warrender.hillingdon.sch.uk/sports-premium/>
- 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 2020/21

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
Steven Baxter	Co-opted Governor	<ul style="list-style-type: none">• Partner at Hymans Robertson LLP - HR LLP provide advice to LB Hillingdon on its pension scheme• Parent at the school
Emilia Ciesla	Co-opted Governor	<ul style="list-style-type: none">• Employed at the Natural History Museum
Mike Smith	Headteacher	<ul style="list-style-type: none">• Employed at Warrender School
Heather Rhodes	Parent Governor	<ul style="list-style-type: none">• Employed at Harrow School• Member of London DOS Association
Joshua May	Parent Governor	<ul style="list-style-type: none">• Employed at Lease Accelerator
Bhiru Shelat	Parent Governor	<ul style="list-style-type: none">• Works with charity in Harrow: Sansaar Ltd.
Sakhdeep Sohi	LA Governor	<ul style="list-style-type: none">• Nothing to declare
Claire Edwards	Co-opted Governor	<ul style="list-style-type: none">• Employed by West London Trust CAMHS and manages the mental health support team LBH Hounslow
Alana Stewart	Parent Governor	<ul style="list-style-type: none">• Volunteers for the NSPCC Schools Service
David George	Co-opted Governor	<ul style="list-style-type: none">• Family member works for Schools HR
Matthew Kelly	Parent Governor	<ul style="list-style-type: none">• Employed at The Guinness Partnership• Spouse works for Eden Academy• Knows a member of staff socially

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

Chair of Governor's signature

Date

Planned review date

Autumn Term 2022

