



Warrender Primary School Annual Governance Statement for 2023/24

School Name	Warrender Primary School
School Address	Old Hatch Manor, Ruislip HA4 8QG
Telephone number	01895 462355
Contact email address	office@warrenderschool.co.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 – October 2021

Name of Headteacher	Mrs Helen Brown
Name of Deputy Headteacher	Mr Ignus Bornman

Date of Annual Governance Statement	October 2024
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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.

The governing body has a code of conduct which is reviewed 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 31st March 2015

Category of Governor	Appointed or elected on to the governing body
1 x Headteacher	Governor by virtue of employment by the school
7 x Co-opted Governors	Appointed by the governing body
2 x Parent Governors	Elected on to the governing body by parents of pupils at 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 of 12 Governors	

Who Volunteers on the School's Governing Body?

Category of	Full Name	Role	Term of Office / End Date
Headteacher	Helen Brown		Ex-officio
Co-opted	Asib Ali		4 years / resigned 01.03.2024 Remained as an Associate Member
Co-opted	George Armstrong		4 years / 16.05.2028
Co-opted	Steven Baxter	Vice Chair	4 years / 08.07.2026
Co-opted	Michelle Davis		4 years / 03.10.2026
Co-opted	Claire Edwards		4 years / resigned 20.07.2024
Co-opted	Tim Markham		4 years / 03.10.2026
Co-opted	Wendy Maynard	Chair	4 years / 03.10.2026
Co-opted	Sean Murray		4 years / 19.09.2027
Parent	Lyndsey Dudley		4 years / resigned 03.03.2024
Parent	Rachel Marriott		4 years / 23.02.2027
Staff	Charlotte Cook		4 years / 28.11.2026
Local Authority	Sakhdeep Sohi		4 years / term ended 09.03.2024
Local Authority	Jaspreet Rashid		4 years / 02.06.2024

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.

Associate Member	Asib Ali		From 01.03.2024
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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"> Sakhdeep Sohi (Chair until 09.03.24) Rachael Marriott (Chair from 30.04.24) George Armstrong (from 16.05.24) Helen Brown Michelle Davis Lyndsey Dudley (until 03.03.24) Claire Edwards Wendy Maynard 	<ul style="list-style-type: none"> Committee membership: <ul style="list-style-type: none"> Tim Markham (Chair) Asib Ali (until 01.03.24) Steven Baxter Helen Brown Lyndsey Dudley (until 03.03.24) Wendy Maynard Sean Murray Jaspreet Rashid (from 02.06.24)
<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 Termly meetings held 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 & lettings Assets Key delegates duties <ul style="list-style-type: none"> Approve budget Approve staffing structure Monitor Health & Safety Review appropriate policies Termly meetings held 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 Recruitment
- 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
Assessment & Data	Sakhdeep Sohi (until 09.03.24) Rachael Marriott (from 30.04.24)	Regular meetings each term
Curriculum	Sakhdeep Sohi (until 09.03.24) Rachael Marriott (from 30.04.24)	Regular meetings each term
Finance	Tim Markham	Regular meetings twice a term
SEND	Claire Edwards	Regular meetings each term
Safeguarding	Lyndsey Dudley (until 03.03.24) Wendy Maynard (from 04.03.24)	Regular meetings twice a term
PE & Sports Premium	Sean Murray	Regular meetings each term
Pupil Premium	Sean Murray	Regular meetings each term
Procurement	Tim Markham	Regular meetings each term

Other governor visits completed in 2023/24

- Meeting of governors and SLT
- Learning walks
- In school Governing Body meetings
- SATS oversight
- Attendance at assemblies and other events such as Prospective Parent Open Days and Sports Days
- Observing lessons
- Meetings with SENDCo

Governing Body and Committee Meeting Attendance 2023/2024

Full Governor Body Meetings	Autumn Term 20/09/2023	Autumn Term 22/11/2023	Spring Term 20/03/2024	Summer Term 22/05/2024	Summer Term 03/07/2024
Asib Ali	Attended	Attended			
George Armstrong				Attended	Attended
Steven Baxter	Attended	Attended	Attended	Attended	Attended
Helen Brown	Attended	Attended	Attended	Attended	Attended
Charlotte Cook	Attended	Attended	Attended	Attended	Attended
Michelle Davis	Attended	Attended	Attended	Attended	Attended

Lyndsey Dudley	Apologies sent	Apologies sent			
Claire Edwards	Apologies sent	Attended	Attended	Attended	Attended
Tim Markham	Attended	Attended	Attended	Attended	Attended
Wendy Maynard	Attended	Attended	Attended	Attended	Attended
Rachael Marriott	Attended	Attended	Apologies	Attended	Attended
Sean Murray	Attended	Attended	Attended	Attended	Attended
Jaspreet Rashid					Non attendance
Sakhdeep Sohi	Apologies sent	Attended			

CFL Meetings	Autumn Term 03/10/2023	Spring Term 30/01/2024	Summer Term 02/05/2024
Asib Ali	n/a		
George Armstrong			
Steven Baxter	Attended	n/a	Attended
Helen Brown	Attended	Attended	Attended
Charlotte Cook	Attended	Attended	Attended
Michelle Davis	Attended	Apologies sent	Apologies sent
Lyndsey Dudley	Attended	Attended	
Claire Edwards	Attended	Attended	Attended
Tim Markham	n/a	n/a	n/a
Wendy Maynard	Attended	Attended	Attended
Rachael Marriott	Apologies sent	Attended	Attended
Sean Murray	Attended	Attended	n/a
Jaspreet Rashid			
Sakhdeep Sohi	Attended	Attended	

Resources Meetings	Autumn Term 31/10/2023	Spring Term 16/01/2024	Summer Term 17/05/2024	Summer Term 24/06/2024
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Asib Ali	Attended	Attended		
George Armstrong				n/a
Steven Baxter	Attended	Attended	Attended	Attended
Helen Brown	Attended	Attended	Attended	Attended
Charlotte Cook	n/a	n/a	n/a	n/a
Michelle Davis	n/a	n/a	n/a	n/a
Lyndsey Dudley	n/a	n/a		
Claire Edwards	n/a	n/a	n/a	n/a
Tim Markham	Attended	Attended	Attended	Attended
Wendy Maynard	Attended	Attended	Attended	Apologies sent
Rachael Marriott	n/a	n/a	n/a	n/a
Sean Murray	Attended	Attended	Attended	Attended
Jaspreet Rashid			Attended as guest	Attended
Sakhdeep Sohi	n/a	n/a		

Governing Body Effectiveness and Impact

What were the significant challenges for the governing body in 2023/24

- Limited flexibility within the school budget
- Ensuring appropriate provisions are in place for children with SEND.
- Recruitment of co-opted governors.
- Ensuring there is a method to measure the impact of implementing Zones of Regulation to improve pupils' behaviour.

How were the challenges met?

- Pro-active meticulous financial tracking, reporting and analysis. Investment in ensuring areas where possible financial benefit can be achieved are examined
- More emphasis has been placed on communicating to parents the continuous improvements the school is making on SEND provision - generically and individual basis.
- Focus on recruiting volunteers to the governing body to ensure there is the right balance of diversity v required critical skill sets.
- Review of behaviour log, governors attending parents meeting (which included feedback from pupils) and regular updates with senior leaders. There is enthusiasm for the scheme from all parties. The behaviour log confirms the more serious instances of bad behaviour have decreased and teachers' feedback that children are willing and able to self-regulate their own behaviour.

What were the achievements of the governing body for 2023/24

- Good attendance from governors across all committees, meetings and training events.
- The governing body is strong in skillsets around financial management and education.
- Most meetings are held in the school, with governors performing walkthroughs and attending events.

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

- Significant effort is put into various meetings and full attendance allows the governing body access to substantial amount of information and detail. It also allows appreciation for the challenges and successes at the school. It also fosters trust amongst all attendees and aids with open and honest conversations – ensuring the children are at the centre of every decision taken.
- A diversified governing body ensures every perspective is considered. However, with a priority around improving the quality of education and having restrictive finances, it is very helpful to have governors with experience in these areas. It assists with ensuring the right informed decisions are taken by the governing body and senior leaders by drawing on experiences/knowledge held by these individuals.
- There is a preference for meetings to be held at school and governors to attend appropriate events. It allows governors to experience the school whilst it is in progress. Walkthroughs have allowed governors to meet with other members of staff, have a greater understanding of the school and test governance in practice. This is then fed back at the appropriate committee or meeting and may result in further questions leading to future improvements.

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/>

Warrender Governing Body	
Statement Updated:	October 2024
Date of next Review	October 2025
Signature (Governors):	