

# **GRASMERE ACADEMY GOVERNING BODY ANNUAL REPORT FOR 2021/22**

## **CONTEXT**

Grasmere Academy is a company limited by guarantee and was incorporated on 5 July 2012. The Governors (who are Trustees under the Charities Act 2011 and Directors under the Companies Act 2006) annually publish a report together with the financial statements and auditor's report of the Charitable Company.

The Governing body operates in accordance with its Memorandum and Articles of Association, as well as within a broader legal and regulatory framework, adhering to, for example, its Funding Agreement with the Department for Education and the Education, Skills and Funding Agency's Academy Trust Handbook.

The Academy has a detailed system of delegation of responsibilities which is agreed annually by the full Governing body. It has an approved Code of Conduct and Standing Orders as well as terms of reference for its committees.

The Governing body has three core strategic functions as follows:

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 and the effective and efficient performance management of its staff;
3. Overseeing the financial performance of the school and making sure its money is well spent.

## **GOVERNANCE PERFORMANCE**

### Governing body

The Governing body of Grasmere Academy is made up of the following:

- 3 Co-opted Governors
- 3 Community Governors
- 3 Founding Governors
- The Headteacher
- 1 Local Authority Governor
- 3 Parent Governors
- 1 Staff Governor

A list of Governors and their roles is attached as Appendix 1 of this report. Meetings are held twice per term with additional meetings if required.

### Committees

There are three sub committees which consider different aspects of the school:

- Finance, Staffing & Premises (which meets twice termly)
- Health, Safety and Safeguarding (which meets termly)
- Joint Quality (which meets termly)

Each Committee has detailed terms of reference which are reviewed annually. The Committees list for 2021/22 is attached as Appendix 2.

There are also Committees that meet as and when required during the academic year:

- Admissions
- Pupil/Staff Discipline

- Performance Management
- Appeals

#### Attendance Record of Governors

Meetings have to be attended by a minimum number of governors to ensure that decisions are legally binding. The Governors' attendance record for 2021/22 is attached as Appendix 3.

#### **EFFECTIVENESS**

Enhanced cleaning, ventilation and hand hygiene continued to operate this academic year as the school experienced a couple of Covid-19 outbreaks and the Governing body continued to focus on improving governance and school improvement as well as monitoring the health and well-being of pupils and staff.

Governors adopted the National Governance Association's latest Code of Conduct and carried out a skills audit with the results used to help identify the right skills and expertise required on the Governing body.

The Headteacher continued her Executive Headship role with responsibility for both Grasmere Academy and Stephenson Memorial Primary School. Both schools continued to find the joint Quality Committee meetings beneficial in terms of reviewing and recommending Governing body approval of the school's 3 year Strategic Plans, Pupil Premium Strategies and sharing of good practice.

Governors completely reviewed and updated the Risk Register to ensure the academy mitigated against any risks which would hamper the achievement of the school's 3 year strategic plan. Bids were submitted to the Condition Improvement Fund for works to address part of the fire risk assessment report and an urgent Capital Support application for the replacement of the boiler which resulted in the offer of partial grant funding and a loan.

The Catering tendering procurement process was completed which has resulted in a more cost efficient service for the Academy. The move to a new financial accounting system and budgeting tool has also provided the Governing body with financial information in a more timely and efficient manner, enabling decisions to be taken and plans to be made appropriately.

Governors reviewed and monitored statutory policies as well as school policies and ensured safeguarding compliance.

## GOVERNING BODY MEMBERSHIP FOR 2021/22

GOVERNOR	CATEGORY
Lynn Goossens	Community
*Luke Donockley	Community
*David Richardson	Community
Adam Rayner	Community
Richard Ludlow	Community
Joanne McKeown	Co-opted
*Carole Nunn	Co-opted
David Baldwin	Founding
David Hodgson	Founding
Kerry Lilico	Headteacher
*Kevin Burns	Local Authority
Richard Kielty	Local Authority
*Louise McCombe	Parent
Hannah Girvan	Staff

- \*L Donockley resigned on 05/11/21
- \*D Richardson resigned on 05/05/22
- \*K Burns resigned on 13/01/22
- \*L McCombe resigned on 14/02/22
- \*C Nunn term ended 10/07/22

## COMMITTEES LIST FOR 2021/22

<p><b>Finance, Staffing &amp; Premises</b>            David Richardson (Community) Chair            David Hodgson (Founding)            Lynn Goossens (Community)            Kerry Lilico (Headteacher)            Hannah Girvan (Staff)</p> <p><i>(NB: Staff Governors to withdraw for pay and appraisal issues)</i></p>	<p><b>Joint Quality with SMPS</b>            Lynn Goossens (Community)            David Baldwin (Founding)            Kevin Burns (Local Authority)            Louise McCombe (Parent)            Carole Nunn (Co-opted)            Kerry Lilico (Headteacher)</p>
<p><b>Health, Safety and Safeguarding</b>            Hannah Girvan (Staff)            Kerry Lilico (Headteacher)            Luke Donockley (Community)            Carole Nunn (Co-opted)            Kevin Burns (Local Authority)            Louise McCombe (Parent)</p>	<p><b>Performance Management</b>            Lynn Goossens (Community)            David Richardson (Community)            David Hodgson (Founding)</p>
<p><b>Pupil Discipline</b>            David Hodgson (Founding)            Lynn Goossens (Community)            Plus 1 x Governor</p> <p><i>(NB: Headteacher can't be a member and other members should withdraw if they have an interest to declare)</i></p>	<p><b>Admissions</b>            Lynn Goossens (Community)            David Hodgson (Founding)            Kerry Lilico (Headteacher)</p>



APPENDIX 3

GOVERNING BODY ATTENDANCE REGISTER FOR 2021/22

<b>Governor</b>	<b>Category</b>	<b>GB mtgs</b>	<b>FS&amp;P Com</b>	<b>H,S&amp;S Com</b>	<b>Joint Quality Com</b>
Lynn Goossens	Community	6/6	8/8		3/3
Luke Donockley	Community	0/1			
David Richardson	Community	2/4	4/5		
Adam Rayner	Community	3/3			
Richard Ludlow	Community	1/1			
Joanne McKeown	Co-opted	3/6			
Carole Nunn	Co-opted	1/6			
David Hodgson	Founding	5/6	6/8	3/3	
David Baldwin	Founding	6/6		3/3	3/3
Kerry Lilico	Headteacher	6/6	8/8	3/3	3/3
Kevin Burns	Local Authority	0/2			
Richard Kielty	Local Authority	0/1			
Louise McCombe	Parent	1/3			
Hannah Girvan	Staff	5/6	6/8	3/3	