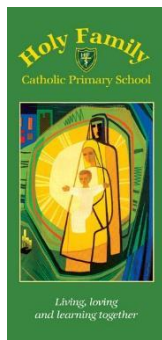


Annual Governance Statement for the Governing Board of Holy Family Catholic Primary School, Witham October 2025



In accordance with the Rosary Trust’s requirement, the 3 core strategic functions of the Holy Family Catholic Primary School Governing Board are:

Ensuring clarity of Catholic vision, ethos and strategic direction;

Holding the appropriate senior leadership to account for the educational performance and Catholic character of the school and its pupils, and for the organisation, management and control of the school, including performance management of staff

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

Governance arrangements

Foundation Governors to outnumber all other governors by at least 2; up to 1 Staff Governor, up to 1 Parent Governor, 1 Additional Governor appointed by the Local Governing Board (LGB) with the approval of the Trust Board. There is no power to co-opt Governors to the Local Governing Board but advisers (including other members of staff in the Academy) may attend meetings provided they do not take part in any decision making)

The LGB meets twice each term, and we also have a number of committees to consider different aspects of the school in detail:

- Admissions;
- Resources;
- Pupil Discipline / Exclusion;
- Headteacher Pay & Performance;
- Staff Pay;
- Staff Discipline & Discipline;
- Appeals;
- Policy Review;
- Complaints.

<p>Attendance record of governors</p>	<p>Governors continue to have good attendance at meetings and we have never cancelled a meeting because it was not “quorate” (the number of governors needed to ensure that legal decisions can be made). Attendance tables are attached.</p> <p>Please note that a Governor, (with the exception of the Headteacher or foundation governors appointed by virtue of their office), will be disqualified from being a governor if absent from meetings of the LGB for a continuous period of six months without their apologies being accepted by said Governing Board.</p>
<p>The work that we have done on our committees and in the Governing Board</p>	<p>The LGB meetings take place half termly and this has allowed all governors to hear about all aspects of school life in detail. At the beginning of some meetings, a member of staff is invited to present on a specialist subject to all. It means the governors have a snapshot of what is happening in the school.</p> <p>Governors are grouped together to match curriculum teams in school. Half termly curriculum reports allow governors to review progress within the School Development Plan. Analysis of data monitors progress made by pupils.</p> <p>Governors attended the Development Day at school in May 2025 with all staff, which gave an opportunity to review the School Development Plan for the following year, and link governors to meet within their curriculum teams.</p> <p>The Governors have ensured that Policy Documents are up to date and the school has a working schedule guaranteeing that all Policy documents are reviewed within a feasible timeframe.</p> <p>A link governor works with the Headteacher to review the contents of the school website at least annually to ensure compliance with statutory requirements.</p> <p>The governors responsible for Safeguarding meet termly with the Headteacher and the office staff to check the School’s Central Record which is updated regularly.</p> <p>The Resources Committee covers finance, premises, staffing, and health & safety. The committee meet termly, with management accounts being provided half termly and discussed at these meetings, or full LGB meetings. The Committee chair works closely with the finance team in school and reports back at each LGB meeting to ensure all governors are aware of financial and premises matters and have a chance to raise questions.</p> <p>The governors responsible for premises have worked hard to ensure that the school and grounds are maintained to a high standard, and that the school is developed to meet teaching and learning needs.</p>

	<p>Other areas that the governors have been involved in are:</p> <ul style="list-style-type: none"> ● The majority of governors attended a Governor Day in June 2025 focussing on reviewing how the school had responded to the November Catholic School Inspection (CSI) recommendations. ● The School’s Premises Link Governors met with Barkers, a company to advise on the possibility of a funding bid. ● Some Governors had visited the school to meet with the chaplaincy team so help brainstorm some ideas to involve younger members of the school. ● Many Governors attend the termly Safeguarding updates run by both the Local Authority and the Diocese. <p>The CSI inspection was held on 13-14 November 2024. We achieved a Good judgement, although grade 1 scores had been attributed to all the Catholic life and mission and RE categories, and several within Collective Worship. Overall, 54 of the 74 judgements were outstanding.</p>
<p>Future plans for the governors</p>	<p>We will continue to develop as an academy and part of the Rosary Trust.</p>
<p>How you can contact the Governing Board</p>	<p>We always welcome suggestions, feedback and ideas from parents – please contact the Chair of Governors, Mrs Marcella Coleridge, via the school office. You can see the full list of governors; minutes of Governing Board meetings and more information about what we do, on the Governors’ page of the school website.</p>

**APPROVED AT LOCAL GOVERNING BOARD MEETING
OCTOBER 2025**

