Annual Governance Statement for the
Local Governing Body of Ivy Chimneys Primary School

June 2025

The purpose of the Local Governing Body (LGB) is to provide strategic leadership, support and challenge to the school in order to create robust accountability, oversight and assurance for educational and financial performance. The three core strategic functions of Ivy Chimneys Primary School's Local Governing Body are:

- ensuring clarity of vision, ethos and strategic direction
- appointing the Head Teacher and holding them to account for the educational performance of the school and its pupils, and
- overseeing the financial performance of the school and making sure its money is well spent.

The governing body's remit is set out in detail in the Epping Forest Schools Partnership Trust's (EFSPT) scheme of delegation. Under the scheme of delegation considerable responsibility has been delegated to the LGB. More details can be found here: https://www.efspt.org/

Governance arrangements	In order to carry out the above roles and responsibilities, the LGB has defined and agreed a Code of Conduct which sets out the commitment and behaviours expected of all governors. All governors sign up to this Code on becoming a governor at the school and also sign annually at the start of each academic year. During the 2024/25 academic year, the LGB was made up of nine members, consisting of five trust governors, one staff governor, two parent governors and the Headteacher. There was one vacancy. The Chair of Governors is Hannah Jones. School governors are volunteers and dedicate a significant amount of their time for the benefit of the children. Governors (aside from the Headteacher who has an ex officio role) are all appointed or elected, are independent and have equal status to each other. While governors may represent the views of their appointing body, they act first and foremost in the best interests of the school. The governing body appoints a professional clerk who is responsible for arranging meetings, taking minutes and following up on all actions. The clerk also advises on procedural matters and plays a key role in the work of the governing body.

Structure of the Governing Body

The LGB, along with other Trust schools, meets five times each academic year and together with all trust governors for an annual conference. There are also separate Staff Pay Committee and HT's Performance Management Committee meetings. The LGB also holds additional, more informal meetings, commonly known as 'working parties', as and when the need arises (for example, the Communications Working Party discusses external communications).

Governors monitor elements of school performance and fulfil their statutory duties through monitoring visits. These have taken the format of virtual or in person.

Each Governor is attached to a thematic area in-line with the school areas of focus mentioned previously, and monitors specific elements of their thematic area. These allocations were reviewed in September 2023 to reflect the recent changes to the Board composition.

Governor Name	**Focus Area**
Hannah Jones (Trust)	Quality of Education Leadership and Management Finance and risk Pay Committee
Lara Gardiner (Trust)	Quality of Education
Kayleigh Trainor (Trust)	Groups of learners - SEND Reading GDPR Pay Committee
Andy Jones (Staff Governor)	Personal Development
Anna Spivack (Parent)	Quality of Education Behaviour and Attitudes
Siobhan Garrett (Parent)	Parent/carer engagement Mental health and wellbeing Early Years Provision
Lorraine Richards (Trust)	Safeguarding
Jayne Barrie (Trust)	Safeguarding
Cherry McCredie (Trust)	Personal Development Enrichment Health and Safety
Rebecca Sigston	N/A

Attendance record of governors	Governors have excellent attendance at meetings. The following link details https://primarysite-prod-sorted.s3.amazonaws.com/ivy-chimneys-primary-school/UploadedDocument/6b194758-c06b-4a0e-9112-8e55fbe99018/ivy-chimneys-lgc-register-of-business-interests-may-2025.pdf
The work that we have done on the Local Governing Body	The LGB has continued to monitor the school's financial position so that it fulfils all statutory requirements. The Staff Pay Committee met in the Autumn term to consider teachers' pay progression following the performance management cycle and hear recommendations from the Head Teacher regarding support staff progression for those eligible to progress. Governors have all had appropriate safeguarding training this academic year and the chair has Level 3 Designated Safeguarding training and Safer Recruitment training. Over the course of the year, governors have attended training on courses on safeguarding (including Prevent Training), Safer Recruitment, effective governance and permanent exclusion. All members of the Board are now trained to Level 1 Safeguarding.
School Areas of Focus for 2024-25	The school development plan for the 2024-25 academic year aligns with the OFSTED pillars: ● Quality of Education ● Behaviour and Attitudes ● Personal Development ● Leadership and Management ● Early Years Foundation Stage The plan is particularly focused on the following key areas: ● To embed the new phonics programme ● Development a structured behaviour curriculum ● Broadening opportunities within the Becoming Me personal development framework ● Prioritising teacher learning ● Refining early identification and intervention for disadvantaged pupils
Future plans for the Local Governing Body	For the 2024/25 academic year, our focus is on encouraging all Governors to ask more questions and hold leaders accountable through diligent monitoring. We aim to increase the visibility of Governors around the school, fostering stronger connections with staff, students and parents/carers.
How you can contact the Local Governing Body	We always welcome suggestions, feedback and ideas from parents – please contact us by email at hjones@ivychimneys.efspt.org, or via the school office. You can see the full list of governors (below) and can view Governors' information on the school website here: https://www.ivychimneys.net/meet-the-governors/

Ivy Chimneys Primary School Governing Body

Governor	Category	Term of office expiry date
Hannah Jones (Chair)	Trust Governor	02/03/2028
Siobhan Garrett	Parent Governor	12/05/2028
Rebecca Sigston (ex officio)	Headteacher	
Lara Gardiner (Vice Chair)	Trust Governor	31/08/2026
Lorraine Richards	Parent Governor	21/02/2028
Cherry McCredie	Trust Governor	27/04/2028
Andrew Jones	Staff Governor	06/10/2028
Jayne Barrie	Trust Governor	17/10/2027
Kayleigh Trainor	Trust Governor	13/07/2026
Vacancy	Trust Governor	